

**T O W N       O F**  
**READING**  
**M A S S A C H U S E T T S**

---

---

**T H E     A N N U A L**  
**R E P O R T**

---

---

**O F     R E C E I P T S**  
**A N D     E X P E N D I T U R E S**

---

---

**For the Financial Year**  
**Ending December 31st**

---

---

**1   9   2   0**





# TOWN OF READING

## ANNUAL REPORT

—OF—

# Receipts and Expenditures

---

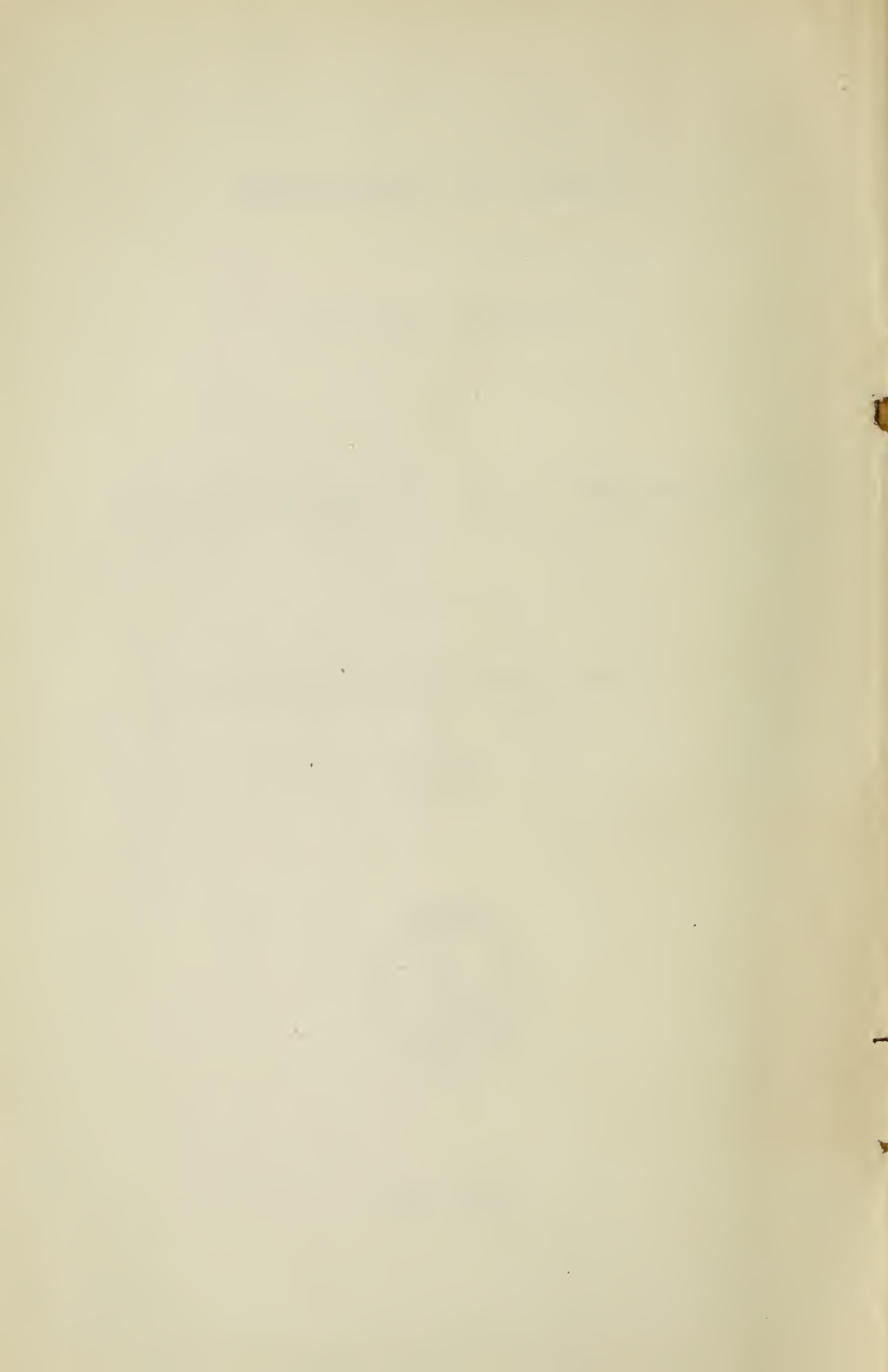
—FOR THE—

FINANCIAL YEAR ENDING DECEMBER 31

1920



THE CHRONICLE PRESS  
READING, MASS.





## TOWN OFFICERS, 1920-1921

---

### Selectmen and Fence Viewers

OTIS B. RUGGLES, Chairman

CHARLES P. HOWARD, Secretary

WILLIAM S. KINSLEY

### Overseers of the Poor

OTIS B. RUGGLES, Chairman

CHARLES P. HOWARD, Secretary

WILLIAM S. KINSLEY

### Assessors

MILLARD F. CHARLES, Chairman

Term expires 1921

GEORGE E. HORROCKS, Secretary

“ “ 1922

ARDINE M. ALLEN

“ “ 1923

### Town Clerk

MILLARD F. CHARLES

### Treasurer

HENRY H. KINSLEY

### Collector of Taxes

HERBERT M. VIALI

### Board of Health

EDWARD M. HALLIGAN, Chairman

Term Expires 1922

LEMUEL W. ALLEN, Secretary

“ “ 1921

CALVERT H. PLAYDON

“ “ 1923

### School Committee

WALTER S. PARKER, Chairman

Term expires 1923

JESSE W. MORTON

“ “ 1922

RUTH A. LUMSDEN

“ “ 1922

LEONE F. QUIMBY

“ “ 1923

ARTHUR N. MANSFIELD

“ “ 1921

ELIZABETH H. BROWN

“ “ 1921

ADELBERT L. SAFFORD, Supt. of Schools, Secretary

**Water Commissioners**

HENRY R. JOHNSON, Chairman	Term expires	1922
EDGAR N. HUNT, Secretary	" "	1921
HARVEY A. BANCROFT	" "	1923

**Sewer Commissioners**

JOHN W. OWEN, Chairman	Term expires	1922
EDWARD J. DAHILL, Secretary	" "	1921
EDWIN C. HANSCOM	" "	1923

**Municipal Light Board**

WILLIAM G. LONG, Chairman	Term expires	1923
GEORGE L. FLINT, Secretary	" "	1921
FRANK E. CRAFTS	" "	1922

**Planning Board**

CHESTER J. WALLACE, Chairman	Term expires	1923
AMOS M. McLEAN, Secretary (unexpired term of Raymond B. Temple)	" "	1922
HENRY Q. MILLETT	" "	1923
LEONE F. QUIMBY	" "	1921
CLARENCE C. WHITE	" "	1922

**Trustees of Public Library**

HORACE G. WADLIN, Chairman	Term expires	1922
ARTHUR N. MANSFIELD, Secretary	" "	1921
RALPH S. KENEELY	" "	1922
CHARLES F. DOUGHTY	" "	1921
FRANK C. CARTER	" "	1923
FANNIE C. WHITTEMORE	" "	1923

**Trustees of Laurel Hill Cemetery**

GALEN A. PARKER, Chairman	Term expires	1923
ALFRED W. DANFORTH, Supt. and Secy.	" "	1921
FRANK L. EDGERLEY	" "	1922
JAMES H. CARLETON	" "	1921
CHARLES W. LEE	" "	1922
WILLIAM S. KINSLEY	" "	1923

**Registrars****MILLARD F. CHARLES, Clerk**

OWEN McKENNEY	Term expires	1921
WALTER S. PRENTISS	" "	1922
ARTHUR C. COPELAND	" "	1923

**Chief of Fire Department****ORVILLE O. ORDWAY****Superintendent of Fire Alarm****LEONARD T. EAMES**

Forest Warden  
ORVILLE O. ORDWAY

Deputy  
HENRY M. DONEGAN

Police  
JEREMIAH CULLINANE, Chief and Keeper of Lock-Up  
OSCAR H. LOWE  
TIMOTHY J. CULLINANE  
FRANK SLACK  
WILLIAM F. O'BRIEN  
PATRICK J. LONG

School Attendance Officer  
EDWIN L. HUTCHINSON

Constables  
ARTHUR S. COOK  
ARDINE M. ALLEN

Superintendent of Streets  
EDWARD H. CROWE

Inspector of Milk  
CARL M. SMITH

Inspector of Plumbing  
DAVID TAGGART

Inspector of Animals  
CALVERT H. PLAYDON, M. D. V.

Inspector of Wires  
ARTHUR G. SIAS

Inspector of Buildings  
GEORGE H. SIDEBOTTOM

Board of Appeal  
MAHLON E. BRANDE  
GILMAN L. PARKER  
CHARLES VAN STONE

Sealer of Weights and Measures  
CARL M. SMITH

Burial Agent of Deceased Soldiers and Sailors  
CHARLES STOREY

Supt. of Moth Dept. and Tree Warden  
HENRY M. DONEGAN

Playground Commission  
LOUIS ELLENWOOD, Chairman  
ARTHUR S. COOK, Secretary  
GALEN A. PARKER  
WILLARD P. ADDEN  
HAROLD F. PARKER

**Finance Committee**

CARL M. SPENCER, Chairman	Term expires	Mar. 31, 1921
RICHARD F. LORING	" "	Mar. 31, 1922
WILLIAM S. DENNISON	" "	Mar. 31, 1922
MARTIN B. HARTSHORN	" "	Mar. 31, 1922
JOHN CONNELLY	" "	Mar. 31, 1922
CHARLES H. STINCHFIELD	" "	Mar. 31, 1922
SPENCER G. STEWART	" "	Mar. 31, 1923
FREDERICK D. SPERRY	" "	Mar. 31, 1923
WINTHROP D. PARKER	" "	Mar. 31, 1921
ELIAS B. CURRELL	" "	Mar. 31, 1921
FRANK F. STROUT	" "	Mar. 31, 1921
JOSEPH D. KNIGHT	" "	Mar. 31, 1921
WM. A. HALEY	" "	Mar. 31, 1923
JOSEPH W. BOOTH	" "	Mar. 31, 1923
JAMES P. CARLETON	" "	Mar. 31, 1923

**Park Commissioners**

GALEN A. PARKER, Chairman, 1921
WILLARD P. ADDEN, Secretary, 1922
HAROLD F. PARKER, 1923

**Measurers of Wood and Bark**

CHARLES W. LEE	BURTON K. SYMONDS
PERCY N. SWEETSER	WARREN M. WHITEHOUSE

**Surveyors of Lumber**

WARREN M. WHITEHOUSE	BURTON K. SYMONDS
WILLIAM R. ZWICKER	GEORGE L. FLINT

**Weighers of Coal and Hay**

CHARLES W. LEE	MABEL L. McKAY
WILLIAM H. WHITE	BERTHA D. MACLELLAN
PERCY N. SWEETSER	WENDELL B. NEWELL

**W. I. BANCROFT****Field Drivers**

WILLARD A. BANCROFT	WILLIAM F. WELCH
ARDINE M. ALLEN	

**Town Counsel**

JESSE W. MORTON

**Workingmen's Compensation Agent**

HENRY H. KINSLEY

**Moderator**

JESSE W. MORTON

## TOWN MEETINGS, 1920

### ANNUAL TOWN MEETING

Security Hall, Woburn St., March 1st, 1920.

Town meeting was called to order by the Moderator, Jesse W. Morton, at time and place specified in the warrant. The warrant was partially read when it was moved by Ardine M. Allen to dispense with further reading except the Constable's return.

Article 1. To bring in their votes on one ballot for Moderator, Town Clerk, Selectmen, Overseers of the Poor, Treasurer, Collector of Taxes, Tree Warden, two Constables, one member of the Board of Assessors for three years, one Water Commissioner for three years, one member of the Municipal Light Board for three years, one member of the Board of Health for three years, one Sewer Commissioner for three years, two Trustees of Laurel Hill Cemetery for three years, two members of the School Committee for three years, one Park Commissioner for three years, two members of the Planning Board for three years, two Trustees of the Public Library for three years; also on the same ballot, Yes or No, in answer to the following question:

Shall licenses be granted for the sale of intoxicating liquors in this Town?

#### MODERATOR, ONE YEAR

Jesse W. Morton, 114 Woburn Street .....	649
Blanks .....	101

#### TOWN CLERK, ONE YEAR

Millard F. Charles, 66 Bancroft Avenue .....	641
Blanks .....	109

#### SELECTMEN, ONE YEAR

Edward J. Dahill, 74 Woburn St. ....	289
Charles P. Howard, 122 Summer Ave. ....	555
William S. Kinsley, 23 Woburn St. ....	540
Otis B. Ruggles, 103 Woburn St. ....	622
Blanks .....	243

#### OVERSEERS OF THE POOR, ONE YEAR

Edward J. Dahill, 74 Woburn St. ....	274
Charles P. Howard, 122 Summer Ave. ....	547
William S. Kinsley, 23 Woburn St. ....	539
Otis B. Ruggles, 103 Woburn St. ....	609
Blanks .....	281

## TREASURER, ONE YEAR

Henry H. Kinsley, 65 Linden St. ....	652
Blanks .....	98

## COLLECTOR OF TAXES, ONE YEAR

Herbert M. Viall, 42 Bancroft Ave. ....	667
Blanks .....	83

## ASSESSOR, THREE YEARS

Ardine M. Allen, 77 Bancroft Ave. ....	599
Blanks .....	151

## TWO CONSTABLES, ONE YEAR

Ardine M. Allen, 77 Bancroft Ave. ....	583
William E. Swain, 15 Sanborn St. ....	37
Harold F. Parker, 24 Pratt St. ....	14
George L. Flint, 19 Village St. ....	10
Scattering .....	45
Blanks .....	811

## WATER COMMISSIONER, THREE YEARS

Harvey A. Bancroft, 17 Mineral St. ....	484
Charles R. Herrick, 219 Pearl St. ....	188
Blanks .....	78

## SEWER COMMISSIONER, THREE YEARS

Edwin C. Hanscom, 3 Mount Vernon St. ....	459
Charles R. Herrick, 219 Pearl St. ....	241
Blanks .....	50

## MUNICIPAL LIGHT BOARD, THREE YEARS

Willam G. Long, 44 Prescott St. ....	618
Blanks .....	132

## BOARD OF HEALTH, THREE YEARS

Calvert H. Playdon, 112 Ash St. ....	645
Blanks .....	105

## TWO FOR SCHOOL COMMITTEE, THREE YEARS

Walter S. Parker, 55 Walnut St. ....	653
Leone F. Quimby, 25 Howard St. ....	599
Blanks .....	252

## TRUSTEES OF LAUREL HILL CEMETERY, THREE YEARS

William S. Kinsley, 23 Woburn St. ....	586
Galen A. Parker, 1 Charles St. ....	627
Blanks .....	287



## TWO TRUSTEES PUBLIC LIBRARY, THREE YEARS

Frank C. Carter, 55 Woburn St. ....	583
Fannie C. Whittemore, 15 Harnden St. ....	603
Blanks .....	264

## TREE WARDEN, ONE YEAR

Henry M. Donegan, 11 Federal St. ....	649
Blanks .....	101

## TWO FOR PLANNING BOARD, THREE YEARS

Henry Q. Millett, 59 Linden St. ....	580
Chester J. Wallace, 1 Lowell St. ....	576
Blanks .....	344

## PARK COMMISSIONER, THREE YEARS

Harold F. Parker, 24 Pratt St. ....	604
Blanks .....	146

## SHALL LICENSES BE GRANTED FOR THE SALE OF INTOXICATING LIQUORS?

Yes .....	305
No .....	375
Blanks .....	70

The votes were counted and declared in open Town Meeting, and were sealed and delivered to the Town Clerk.

MILLARD F. CHARLES, Town Clerk.

## ANNUAL TOWN MEETING

Security Hall, March 8th, 1920.

Pursuant to the warrant a town meeting was held at the time and place mentioned therein and was called to order by the Moderator, Jesse W. Morton, and the following articles were acted upon:

Art. 2. To hear and act on the reports of the Selectmen, Overseers of the Poor, Assessors, Treasurer, Collector of Taxes, School Committee, Water Commissioners, Sewer Commissioners, Municipal Light Board, Park Commissioners, Planning Board, Trustees of the Cemetery, Trustees of the Public Library, Board of Health, Tree Warden, Town Accountant, Finance Committee and Special Committees.

Article 2. On motion of Otis B. Ruggles, this article was laid on the table.

Article 3. To choose all other necessary Town Officers and determine what instructions be given the Town Officers.

On motion of Otis B. Ruggles, it was voted that Ora L. Milbury, Warren M. Whitehouse, William R. Zwicker, Burton K. Symonds, Ed-

ward B. Eames, and George L. Flint serve as Surveyors of Lumber for the ensuing year; and that William F. Welch, Ardine M. Allen and Willard A. Bancroft serve as Field Drivers for the ensuing year; and that the Selectmen be authorized to appoint Measurers of Wood and Bark and Weighers of Coal and Hay for the ensuing year; and that the Selectmen act as Fence Viewers for the ensuing year.

Article 3. It was voted to lay this article on the table.

Article 4. To determine how much money the Town will raise and appropriate for General Government Protection of Life and Property, Health and Sanitation, Highways and Bridges, Charities, Soldiers' Benefits, Education, Library, Recreation, Cemetery and Interest.

On motion of Otis B. Ruggles, it was voted to raise and appropriate \$18,190 for General Government, divided as follows:

Moderator .....	\$ 60.00
Selectmen's Salaries .....	500.00
Selectmen's Expenses .....	300.00
Selectmen's Clerical Assistance .....	1,310.00
Town Accountant's Salary .....	750.00
Treasurer's Salary .....	750.00
Treasurer's Expenses .....	225.00
Tax Collector's Salary (Clerk Hire \$500) .....	1,900.00
Tax Collector's Expenses .....	475.00
Assessors' Salaries .....	1,200.00
Assessors' Expenses .....	1,350.00
Town Clerk's Salary .....	200.00
Town Clerk's Expenses .....	500.00
Town Counsel's Salary .....	500.00
Registrars' Salaries .....	170.00
Election Expenses .....	650.00
Miscellaneous Expenses .....	2,000.00
Maintenance of Central Fire Station .....	600.00
Maintenance of Town Office Building .....	2,000.00
Lighting G. A. R. Hall .....	25.00
Lighting Victory House .....	125.00
Block System Survey .....	200.00
Insurance .....	2,000.00

### **Protection to Persons and Property.**

On motion of Otis B. Ruggles, it was voted to raise and appropriate thirty-six thousand twenty-two dollars and 66-100 dollars, divided as follows:

Chief of Fire Department .....	\$ 1,815.00
Four Permanent Men .....	6,453.32
Call Men, Steward and Captains .....	2,730.00
Maintenance .....	1,900.00
One thousand feet of Hose .....	1,000.00



Fire Alarm Repairs .....	350.00
Chief of Police .....	1,815.00
Patrolmen .....	6,453.32
Patrol Boxes .....	200.00
Maintenance .....	576.00
Hydrant Rentals .....	6,030.00
Moth Department, Maintenance .....	6,000.00
Forest Warden, Maintenance .....	200.00
Tree Warden, Maintenance .....	500.00

### Inspection.

On motion of Otis B. Ruggles it was voted to raise and appropriate nine-hundred five dollars, divided as follows:

Inspector of Wires .....	100.00
Sealer of Weights and Measures .....	300.00
Sealer of Weights and Measures' Expenses .....	175.00
Building Inspector's Salary .....	300.00
Building Inspector's Expenses .....	30.00

### Health and Sanitation.

Health Department Salaries .....	250.00
Inspector of Plumbing .....	700.00
Inspector of Milk .....	100.00
Inspector of Slaughtering .....	425.00
Maintenance .....	150.00
Contagious Diseases .....	750.00
Sewer Department Salaries .....	225.00
Sewer Department Expenses .....	200.00

### Highways, Bridges and Sidewalks.

On motion of Wm. S. Kinsley, voted to raise and appropriate the sum of 39,100, divided as above, for Highways, Bridges and Sidewalks.

Highway Maintenance .....	15,000.00
Construction of Highways and Sidewalks .....	15,000.00
Snow and Ice Removed .....	5,000.00
Dust Laying .....	3,500.00
Concrete Sidewalk Repairs .....	500.00
Drinking Fountains .....	100.00

### Charities.

On motion of Otis B. Ruggles, it was voted to raise and appropriate the sum of eight thousand four hundred dollars, divided as follows:

Salaries .....	300.00
Clerical .....	352.00
Maintenance .....	2,348.00
Town Home Maintenance .....	4,000.00
Mothers' Aid .....	1,400.00

On motion of Otis B. Ruggles, it was voted to raise and appropriate one thousand one hundred dollars for Soldiers' Benefits. (\$1,100.00.)

### Education.

On motion of Walter S. Parker, it was voted to raise and appropriate for Schools, divided as follows:—

Salaries of Teachers and Janitors, to begin	
Jan. 1, 1920 .....	77,300.00
Maintenance .....	21,850.00
Agricultural Salaries .....	4,800.00
Maintenance of Agricultural Department .....	450.00
Tuition .....	150.00

On motion of Arthur N. Mansfield, it was voted to raise and appropriate for the Public Library, three thousand seventy-five dollars, divided as follows:—

Salaries .....	1,200.00
Maintenance .....	1,875.00

### Recreations and Celebrations.

On motion of Otis B. Ruggles, it was voted to raise and appropriate for this purpose the sum of one thousand, three hundred forty-two dollars, divided as follows:—

Rent of Playground .....	342.00
Memorial Day Observance .....	300.00
Care of Common and Parks .....	700.00

On motion of Galen A. Parker, it was voted that the Town raise and appropriate the sum of seven hundred dollars and appropriate the unexpended balance from last year, together with the proceeds from the sale of grass, apples, etc., on Memorial Park, for care and improvement of Common & Parks.

### Interest

On motion of John H. Sheldon, it was voted to raise and appropriate nineteen thousand and twenty-five dollars for Interest (\$19,025.00).

Article 5. To see if the Town will raise and appropriate the sum of \$1,000 to the Reserve Fund, as provided by Chapter 645 of the Acts of 1913, or what it will do in relation thereto. (Town Accountant.)

On motion of John H. Sheldon, it was voted to raise and appropriate the sum of one thousand dollars for the Reserve Fund as provided by Chapter 645 of the Acts of 1913 (\$1,000.00).

Article 6. To see if the Town will authorize the Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning January

1, 1920, and to issue a note or notes therefor, payable within one year, any debt or debts incurred under this vote to be paid from the revenue of said financial year.

On motion of Henry H. Kinsley, it was voted that the Town Treasurer, with the approval of the Selectmen, be and hereby is authorized to borrow money from time to time in anticipation of the revenue of the financial year, beginning Jan. 1st, 1920, and to issue a note or notes therefor, payable within one year, any debt or debts incurred under the vote to be paid from the revenue of said financial year.

Article 7. To see if the Town will vote to authorize the Treasurer, with the approval of the Selectmen, to renew or refund any notes issued in anticipation of revenue for a period of less than one year, in accordance with the provisions of Section 9 of Chapter 719 of the Acts of 1913; or to take any action relative thereto.

On motion of Henry H. Kinsley, it was voted that the Treasurer be and hereby is, authorized, with the approval of the Selectmen, to refund notes issued in anticipation of Revenue of 1920, in accordance with the provisions of Section 9 of Chapter 719 of the Acts of 1913, the period between the date of issue of the original loan and the date of maturity of the refunding loan to be not more than one year; and any debt or debts incurred under authority of this vote to be paid from the revenue of the financial year, 1920.

Article 8. To see if the Town will raise and appropriate the sum of \$3,500.00 to reimburse the Treasury for the deficit caused by the purchase of the Parker Tavern, so-called, or what it will do in relation thereto. (Town Accountant.)

On motion of John H. Sheldon, it was voted to raise and appropriate the sum of three thousand five hundred dollars to reimburse the Treasury for the deficit caused by the purchase of the Parker Tavern, so-called. (\$3,500.00)

Article 9. To see if the Town will raise and appropriate or otherwise provide the sum of \$3,312.00 for the purchase of a dump truck, or what it will do in relation thereto. (Selectmen.)

On motion of William S. Kinsley, it was voted to raise and appropriate the sum of three thousand three hundred twelve dollars for the purchase of a dump truck. (\$3,312.00)

Article 10. To see what sum the Town will appropriate from the tax levy for the Municipal Light Department as compensation for street lights during 1920.

On motion of Frank E. Crafts, it was voted that there be raised and appropriated for street lights the sum of eleven thousand dollars, and that there be appropriated two thousand sixty-two dollars and five cents (\$2,062.05) from the Surplus Account of the Light Department, and that said sums with the unexpended balance in the

operation fund, Dec. 31st, 1919, of two hundred twelve 95-100 Dollars, and the income from sales of electricity to private customers and to Municipal Buildings during the fiscal year, be appropriated for the Municipal Lighting Plant, the whole to be expended by the Manager of Municipal Lighting under the Direction and control of the Municipal Light Board for the expense of the Plant for said Fiscal year, as defined in Section 114 of Chapter 742 of the Acts of the year 1914 (as amended by Chapter 77 of General Acts of 1918).

Article 11. To see what sum of money the Town will raise and appropriate, or otherwise provide for the purpose of providing funds for additions and extensions to the Municipal Light Plant during 1920, or what it will do in relation thereto.

A motion was made to raise and appropriate twenty thousand dollars for the purposes set forth in this article by Frank E. Crafts, but the vote was not carried, a two-thirds vote of the voters present being required. Eighty-six voted "Yes", and eighty-two voted "No".

Article 12. To see if the Town will vote to authorize the Municipal Light Board to install incandescent street lights on any or all, of the following streets, or what it will do in relation thereto:

12 on Haverhill Street, between Wakefield Street and Bay State Road, Reading.

2 on Summer Avenue, between Brook Street and the proposed Sewerage Pumping Plant.

On motion of Frank E. Crafts, it was voted that the subject matter of Article 12 be referred to the Municipal Light Board, with authority to install such of said lights as in their judgment are necessary, and to make such changes in existing lights as may be advisable, and that the cost of same be paid from the Depreciation Fund.

Article 13. To see if the Town will instruct the Board of Water Commissioners to increase the water rates.

On motion of Lewis M. Bancroft, it was voted that the Water Commissioners be instructed to increase the Water rates so that they shall be as follows: The minimum semi-annual rate shall be three dollars. This payment will entitle the taker to use 800 cubic feet in six months. All in excess of 800 cubic feet will be charged for as follows:

First 4,000 cubic feet, 35c per 100 cubic feet,  
 Next 4,000 cubic feet, 30c per 100 cubic feet,  
 Next 4,000 cubic feet, 25c per 100 cubic feet,  
 Next 10,000 cubic feet, 20c per 100 cubic feet.

All in excess of 22,800 cubic feet at the rate of 15c per 100 cubic feet.

It was voted to adjourn, to meet in Security Hall, Woburn St., at 7.45 P. M., March 15th, 1920.

MILLARD F. CHARLES, Town Clerk.



## ADJOURNED TOWN MEETING

SECURITY HALL, READING, MARCH 15TH, 1920.

Pursuant to adjournment, town meeting was called to order at 7.45 o'clock P. M. by the Moderator, Jesse W. Morton.

Article 14. To see if the Town will raise and appropriate the sum of five thousand dollars (\$5,000.) for the purpose of paying for any portion of the cost of constructing sewers as authorized by vote of the Town, in accordance with plans drawn by F. A. Barbour and adopted by the Town, and will authorize the Treasurer, with the approval of the Selectmen, to borrow said sum and to issue therefor bonds or notes of the Town, such bonds or notes to be payable in accordance with the provisions of Section 7 of Chapter 314 of the Acts of 1909, with amendments thereof and additions thereto, so that the whole loan shall be paid in not more than thirty (30) years from the date of the first bond or note issue. (Sewer Commissioners.)

On motion of James E. Lewis, it was voted to lay this article on the table.

Article 3. On motion of James E. Lewis, it was voted to take this article from the table.

On motion of James E. Lewis, it was voted that the Board of Selectmen are hereby requested to remove from the Finance Committee all members on said Board who receive salary from other departments of the Town.

Article 3. It was voted to lay Article 3 on the table.

Article 27. To see if the Town will amend Sec. 2 of Article 1 of the by-laws of the Town by striking out therefrom the following provisions:

"Notice of every adjourned meeting before which any proposed re-consideration is to come shall be posted by the Town Clerk in five conspicuous public places in the Town as soon as possible after the adjournment, and he shall, if practicable, publish such notices in some newspaper published in the Town at least one day before the time of such adjourned meeting. Said notices shall include a notice of any proposed re-consideration to come before the meeting." or what it will do in relation, thereto.

On motion of Geo. L. Flint, it was voted to strike out of the By-Laws the following, it being a part of Section 2 of Article 1:

"Notice of every adjourned meeting before which any proposed re-consideration is to come shall be posted by the Town Clerk in five conspicuous public places in the Town as soon as possible after the adjournment, and he shall, if practicable, publish such notices in some newspaper published in the Town at least one day before the time of such adjourned meeting. Said notices shall include a notice of any proposed re-consideration to come before the meeting."

Article 14. On motion of George L. Flint, this article was taken from the table.

On motion of John W. Owen, it was voted the sum of five thousand dollars be raised and appropriated for the purpose of paying for any portion of the cost of constructing sewers as authorized by the Town and in accordance with plans drawn by F. A. Barbour and adopted by the Town and the Treasurer be and hereby is authorized and directed, with the approval of the Board of Selectmen, to borrow said sum and to issue therefor, notes or bonds of the Town, such notes or bonds to be payable in accordance with the provisions of Sec. 7, Chapter 314 of the Acts of 1909 with additions thereto and amendments thereof, so that the whole loan shall be paid in not more than thirty years from the date of the first note or bond issued. Seventy-six voted "Yes" and none "No".

Article 15. To see if the Town will authorize the Sewer Commissioners to construct sewers in certain streets of the Town in accordance with plans drawn by F. A. Barbour, C. E., and adopted by the Town, or what it will do in relation thereto.

On motion of John W. Owen, it was voted that the Board of Sewer Commissioners be and are hereby authorized to construct sewers in the following streets of the Town in accordance with plans drawn by F. A. Barbour and accepted by the Town:

Linden Street, manhole to Woburn St.  
 High Street, Haven to Woburn St.  
 Woburn Street, High to Sanborn St.  
 Sanborn Street, Woburn to Lowell St.  
 Salem Street, Harrison to Harnden St.  
 Harnden Street, Salem St. to Reading Square.  
 Middle Street, Pleasant to Woburn St.  
 Union Street, Middle to Harnden St.  
 John Street, Salem to Pleasant St.  
 Berkeley Street, Woburn to King St.  
 Summer Avenue, Woburn to King St.  
 Prescott Street, Perkins Avenue West.  
 Howard St., Hillcrest Road to West St.  
 Hillcrest Road, Howard St. to Prescott St.  
 Washington Street, Lincoln to Prescott St.  
 Lincoln Street, Prescott St. to Woburn St.  
 Woburn Street, Lincoln St. to Pratt St.  
 Temple Street, Woburn St. to Summer Ave.  
 Minot Street, Washington St. to Park Avenue.  
 Warren Avenue, Maple St. to Minot St.  
 Maple Street, Centre St. to Warren Ave.  
 Main Street, Park Ave. to Ash St.  
 Park Avenue, Main St. to end.  
 Middlesex Avenue, Deering St. to Kingston St.  
 Kingston Street, Middlesex Ave. to Mt. Vernon St.  
 Mt. Vernon Street, Bancroft Avenue to Linden St.

Woburn Street, Prospect St. to Berkeley St.  
 Salem Street, Harnden St. to Main St.  
 Washington Street, Woburn St. to Prescott St.  
 Arlington Street, Woburn St. to Prescott St.  
 Sanborn Street, Woburn St. South.  
 Woburn Street, Sanborn St. East.  
 Gould Street, Haven St. to Ash St.  
 Centre Avenue, Maple St. to Minot St.  
 Green Street, Main St. to Village St.

Article 16. To see if the Town will raise and appropriate a sum not to exceed \$60,000.00 for the purpose of paying for any portion of the cost of installing additional sewers in accordance with plans drawn by F. A. Barbour, C. E., and adopted by the Town, and will authorize the Treasurer, with the approval of the Selectmen, to borrow said sum and issue therefor bonds or notes of the Town, such bonds or notes to be payable in accordance with the provisions of Section 7, Chapter 314, Acts of 1909, with amendments thereof and additions thereto, so that the whole loan shall be paid in not more than 30 years from the date of the first bond or note issued, or what it will do in relation thereto.

On motion of John W. Owen, it was voted that the sum of sixty thousand dollars be raised and appropriated for the purpose of paying for any portion of the cost of constructing sewers as authorized by vote of the Town and in accordance with plans drawn by F. A. Barbour and adopted by the Town, and that the Treasurer be and hereby is authorized and directed, with the approval of the Board of Selectmen, to borrow said sum and to issue therefor bonds or notes of the Town, such bonds or notes to be payable in accordance with the provisions of Section 7, Chapter 314 of the Acts of 1909, with additions thereto and amendments thereof, so that the whole loan shall be paid in not more than 30 years from the date of the first bond or note issued. Eighty-three voted "Yes" and none, "No".

Article 17. To see if the Town will raise and appropriate or otherwise provide the sum of \$480.00 for the purchase of snow plows, or what it will do in relation thereto. (Selectmen.)

On motion of William S. Kinsley, it was voted to raise and appropriate the sum of four hundred eighty dollars for the purchase of snow plows (\$480.00).

Article 18. To see if the Town will raise and appropriate or otherwise provide \$2,025.00 for the purpose of macadamizing Middlesex Avenue from High Street to Vine Street, or what it will do in relation thereto. (Thos. S. Carter and others.)

On motion of William S. Kinsley, it was voted to lay this article on the table.

Article 19. To see if the Town will raise and appropriate or otherwise provide the sum of \$1,900.00 to macadamize Hill Crest

Road from Howard Street to Prescott Street and provide the necessary catch basins for drainage and sidewalks, or what it will do in relation thereto.

On motion of Herbert G. Evans, it was voted to raise and appropriate the sum of nineteen hundred dollars to macadamize Hillcrest Road from Howard Street to Prescott Street and provide the necessary catch basins for drainage and sidewalks, said work to be done after sewers are put in (\$1,900.00.)

Article 20. To see if the Town will raise and appropriate or otherwise provide the sum of \$500.00 to complete repairs on John Street school building, now used for Highway Department, or what it will do in relation thereto. (Selectmen.)

On motion of William S. Kinsley, it was voted to raise and appropriate five hundred dollars to complete repairs on John Street School Building, now used by the Highway Department (\$500.00.)

Article 11. On motion of George L. Flint, it was voted to reconsider action taken March 8th, 1920 on this article. Seventy-six voted "Yes" and sixty-two voted "No".

The following motion as offered by Frank E. Crafts was then voted:—It was voted that there be raised and appropriated for the purpose of additions and extensions to the Municipal light Plant during the year 1920, the sum of twenty thousand dollars in addition to the amount which may be available for such purposes in the Depreciation Fund, and that twenty thousand dollars of the amount so appropriated be expended for additions to the Municipal Lighting Generating station, and that the Town Treasurer, with the approval of the Selectmen, be and hereby is, authorized to borrow for the above purposes the sum of twenty thousand dollars and to issue bonds or notes of the Town therefor, which bonds or notes shall bear interest at a rate not exceeding five per cent per annum, and shall be payable in accordance with the provisions of Chapter 719 of the Acts of 1913 and any acts in amendment thereof, so that the whole loan shall be paid in not more than twenty years from the date of the first bond or note issued. Ninety-six voted "Yes"—Forty-six voted "No".

Article 21. To see if the Town will raise and appropriate or otherwise provide the sum of \$2,000.00 for the purpose of building granolithic sidewalks on Lowell Street in front of Town Building, or what it will do in relation thereto. (Selectmen).

On motion of Otis B. Ruggles, it was voted to indefinitely postpone this article.

Article 22. To see if the Town will raise and appropriate or otherwise provide the sum of \$264.00 for the purpose of providing suitable quarters for the G. A. R. Post, in accordance with Chapter 62, Acts of 1913, Sec. 1, or what it will do in relation thereto. (Selectmen.)



On motion of Otis B. Ruggles, it was voted that the sum of two hundred sixty-four dollars be raised and appropriated for the purpose of providing suitable quarters for the Post 194, G. A. R., for the ensuing year in accordance with Chapter 62, Sec. 1, Acts of 1913. (\$264.00)

Article 23. To see if the Town will raise and appropriate the sum of \$300.00 to make repairs on Central Fire Station, or what it will do in relation thereto.

On motion of Otis B. Ruggles, it was voted to raise and appropriate the sum of three hundred dollars to make repairs on Central Fire Station (\$300.00.)

Article 26. To see if the Town will accept the provisions of Chapter 293, of the General Acts of 1916, entitled "An Act to authorize the licensing by cities and towns of motor vehicles carrying passengers, being the Jitney Act so-called," or what it will do in relation thereto. (Selectmen.)

On motion of Otis B. Ruggles, it was voted to take up this Article.

On motion of Otis B. Ruggles, it was voted that the provisions of Chapter 293 of the General Acts of 1916 entitled, "An act to authorize the licensing by cities and towns of motor vehicles carrying passengers, being 'the Jitney Act', so-called," be accepted.

Article 24. To see what regulations, if any, the Town will adopt for the operation of motor vehicles for hire as a business within the town, what license fees shall be imposed therefor, and what penalties shall be provided for a violation of such regulations as may be adopted, or what it will do in relation thereto. (Selectmen.)

On motion of Otis B. Ruggles, it was voted to take this article up.

On motion of Otis B. Ruggles, it was voted that the following regulations be adopted for the operation of Motor vehicles for hire as a business within the Town and that a license fee be imposed, the amount of said fee to be at the discretion of the Selectmen.

#### REGULATIONS FOR THE OPERATION OF MOTOR VEHICLES FOR CARRYING PASSENGERS FOR HIRE OVER DESIGNATED ROUTES

Article 1. Motor vehicles operating within the limits of the Town over a fixed route, for the purpose of carrying passengers for hire, shall for the purpose of these regulations, be known as Jitneys.

Article 2. No jitneys shall be operated within the town without first obtaining a license therefor from the Selectmen; the license shall set forth the exact route over which the licensee may operate and the amount of the bond or cash indemnity which the licensee shall provide, as herein provided.

Article 3. The Selectmen may grant such licenses for the operation of jitneys as they shall deem advisable and for the best interests of the Town; but they shall not grant more than one license for

operation of a jitney between the town of Reading and each of the surrounding towns except that any licensee may operate as many different vehicles as his business shall require.

Article 4. No license that is granted hereunder shall be effective until the licensee shall have deposited with the Town Treasurer security by bond or otherwise in such sum as the Selectmen may reasonably require, but not less than \$500.00 in any event. The security so provided shall be conditioned to pay any final judgment obtained against the principal named in the bond for any injury to person or property or damage by causing the death of any person by reason of any negligent or unlawful act on the part of the principal named in said bond, his or its agents, employees, or drivers in the use or operation of any jitney.

In case the prospective licensee has filed such security with the Town Treasurer of another Town, conditioned to pay damages as above that may be caused in operating jitneys between Reading and such town and such security is satisfactory to the Selectmen and Treasurer of Reading, no additional security shall be required.

Article 5. The Selectmen in granting licenses hereunder, shall impose such reasonable license fees as they shall deem expedient.

Article 6. The terminus in Reading for all jitneys shall be on the Westerly side of Reading Square within ten feet of the curb and within fifteen feet of the cross walk now situated in the Square. No jitneys shall remain at this terminus in excess of fifteen minutes, except for repairs.

If one jitney is at the terminus, any other jitney coming into the Square at the same time shall take up its position under directions from the traffic officer in the square.

Article 7. Jitneys shall not operate on any street or way in the Town other than as prescribed in the license therefor without first getting the consent of a police officer so to do, and then only temporarily.

Article 8. Jitneys shall not stop to take on and discharge passengers except at intersecting streets or ways, and the stop shall be made before crossing or turning into the intersecting street or way, except that where the distance between intersecting streets is in excess of four hundred yards, the Selectmen may designate other stopping places.

Article 9. All jitneys shall be reasonably safe for the proper carrying of passengers, and the selectmen, even after granting a license to any person, firm, or corporation may prohibit the licensee from operating any vehicle which, in the opinion of the Selectmen, is an improper or unsafe vehicle for carrying passengers.

Article 10. If the condition of the streets or ways in the town make it, in the opinion of the Selectmen, unsafe for the operation of

jitneys, they shall forthwith order the licensee to cease to operate jitneys until the conditions are improved.

Article 11. The term of the license to be granted hereunder shall by one year, and shall be subject to revocation at any time.

Article 12. The penalty for the violation of any of the foregoing regulations shall be ten dollars for the first offence, fifty dollars for the second offence and one hundred dollars for the third offence.

---

Article 25. To see if the Town will authorize the Selectmen to grant licenses under the provisions of Chapter 293, of the Acts of 1916, subject to such regulations as the Town has made for the operation of motor vehicles for hire, or what it will do in relation thereto. (Selectmen.)

On motion of Otis B. Ruggles, it was voted that the Selectmen be authorized to grant licenses under the provisions of Chapter 293 of the Acts of 1916, subject to the regulations which have been adopted for the operation of motor vehicles for hire.

Article 28. To hear and act upon the report of the Committee on Consolidation of Town Departments, and to see if the Town will authorize the Committee or some other Board or person to take the necessary steps to secure the passage of the legislation made necessary by the recommendations contained in said report, and to take such other action relative to the recommendations contained therein as shall seem advisable, or what it will do in relation thereto. (Selectmen.)

#### REPORT OF COMMITTEE ON CONSOLIDATION OF TOWN DEPARTMENTS

The Committee on consolidation of Town Departments appointed at the last annual town meeting has given due consideration to the matter which they were appointed to study, and beg to submit the following suggestions which were worked out after making a thorough study of conditions in the town. These suggestions are enumerated as follows:—

First:—That there be created a department of the Town to be known as the Board of Public Works, to consist of five members who shall be elected at the next annual town meeting, one to serve for one year, two for two years, and two for three years, and any member who shall be elected at each annual meeting thereafter, shall serve for three years, all the members so elected to serve without pay. The Board of Public Works so created shall have exclusive jurisdiction over the care and maintenance of streets and highways, sewers, the water department of the town and its property, and of the public parks; and it shall succeed to the jurisdiction and duties now given by statute to the Selectmen with regard to streets and highways of the Board of Water Commissioners, the Board of Sewer Commissioners and the Board of Park Commissioners, and the boards so referred

to shall be abolished and the duties of the Selectmen in regard to streets and highways shall terminate when the Board of Public Works herein provided for shall be created.

Second:—The board herein provided for in carrying out its duties and responsibilities, shall retain a competent superintendent to be known as Superintendent of Public Works. He, with such assistants as the board shall designate as necessary, shall have the entire management and control of the properties within the jurisdiction of the Board of Public Works, and shall collect and be responsible for the moneys paid by water takers and users of the sewer, and shall keep such accounts and perform such duties as are now provided by statute as the duties and responsibilities of superintendents of the water department, parks and of streets.

Your committee realizes that the recommendations cannot be effected without legislative sanction, and to that end suggests that a committee of five be appointed to draft and submit to the next legislature, a petition for legislation and a draft of the proposed legislation to carry into effect the recommendations herein offered.

Committee appointed—Charles A. Loring, Joseph D. Knight, Fred D. Sperry, Charles H. Stinchfield, Herbert G. Evans.

Respectfully submitted,

HERBERT G. EVANS.

for Committee on Consolidation of Town Depts.

On motion of Lewis M. Bancroft, it was voted to accept report of Committee and adopt its recommendations.

Article 29. To see if the Town will raise and appropriate or otherwise provide the sum of \$60.00 for painting the band stand, or what it will do in relation thereto.

On motion of Galen A. Parker, it was voted to raise and appropriate the sum of sixty dollars to paint the Band Stand on the Common. (\$60.00.)

Article 30. To see if the Town will raise and appropriate the sum of \$500.00 for fencing the Playground in Memorial Park, or what it will do in relation thereto.

On motion of Galen A. Parker it was voted to raise and appropriate the sum of five hundred dollars for fencing the Playground in Memorial Park. (\$500.00.)

Article 31. To see if the Town will raise and appropriate or otherwise provide a sum of money sufficient to complete the repairs on the sidewalk on Pleasant Street between brook at Wilson Street and Manning Street, as commenced in 1918.

On motion of William S. Kinsley, it was voted that the subject matter of this article be referred to the Board of Selectmen.



Article 3. On motion of J. Edward Frost, it was voted to take this article from the table.

On motion of J. Edward Frost, it was voted that the Moderator be instructed to appoint a committee of five to investigate the cost, etc., of publishing a volume on Reading's Participation in the World War, said Committee to report at the next Town Meeting.

The Moderator appointed the following as members of this Committee:—Otis B. Ruggles, Charles A. Loring, Horace G. Wadlin, C. Winthrop Smith, Willie E. Twombly.

On motion of Charles P. Howard, it was voted that the Town Counsel be directed to notify Mr. Maybury that Town has voted that he be requested to expedite action on the Lowell Street Bridge case as much as possible.

On motion of Rolland L. Perry, it was voted that the Selectmen be instructed not to sell the Hose 3 Building on North Main St.

Article 3. On motion of Otis B. Ruggles, it was voted to lay this article on the table.

Article 32. To see if the Town will accept the provisions of Chapter 153 of the General Acts of 1916 entitled "An Act relative to the license fee for slaughterer houses in towns having less than ten thousand inhabitants" and providing that the annual license fee for slaughter houses shall be such sum not exceeding one hundred dollars (\$100.00) as the Selectmen shall fix, or what it will do in relation thereto.

On motion of John H. Sheldon, it was voted that the Town accept the provisions of Chapter 153 of the General Acts of 1916, entitled: An Act relative to the license fee for slaughter houses in towns having less than ten thousand inhabitants.

On motion of John H. Sheldon, it was voted that the Selectmen be instructed to charge a license fee of one hundred dollars for slaughtering.

Article 33. To see if the Town will raise and appropriate the sum of \$200.00 to complete alterations to Woburn Street hose house, or what it will do in relation thereto. (Selectmen.)

On motion of Otis B. Ruggles, it was voted to raise and appropriate the sum of two hundred dollars to complete alterations to Woburn Street Hose House. (\$200.00.)

Article 34. To see if the Town will raise and appropriate or otherwise provide the sum of \$45,000.00 to resurface Reading Square, or what it will do in relation thereto. (Selectmen.)

On motion of William S. Kinsley, it was voted that the subject-matter of this article be referred to the Selectmen and Planning Board, acting jointly for further study, and to report at a later meeting. And for the purpose of procuring expert service and advice,

the Town Accountant be and hereby is authorized to transfer from the Excess and Deficiency Account an amount not exceeding three hundred dollars.

Article 2. On motion of Lewis M. Bancroft, it was voted to take Art. 2 from the table.

On motion of Lewis M. Bancroft, it was voted that the reports of Town Officers and Finance Committee be accepted as printed.

On motion of Otis B. Ruggles, it was voted to adjourn "sine die".

MILLARD F. CHARLES, Town Clerk.

### PRESIDENTIAL PRIMARY

TOWN OFFICE BUILDING, LOWELL ST., READING, APRIL 27TH, 1920.

The meeting was called to order by the Presiding Election Officer, Otis B. Ruggles. The Town Clerk partially read the warrant when on motion of William S. Kinsley, it was voted to dispense with further reading except the Constable's return, which was read, after which the ballot box was examined and declared empty and the keys delivered to the Constable in charge, Ardine M. Allen.

The ballots were delivered to the presiding Election Officer, Otis B. Ruggles, and the polls were duly opened and closed, with the following results:

#### REPUBLICAN DELEGATES AT LARGE

Henry Cabot Lodge, Nahant .....	388'
Frederick H. Gillett, Springfield .....	296
W. Murray Crane, Dalton .....	306
Edward A. Thurston, Fall River .....	209
Louis A. Frothingham, Easton .....	161
Alvan T. Fuller, Malden .....	177
Thomas W. Lawson, Scituate .....	91
Samuel W. McCall, Winchester .....	192
Russell A. Wood .....	46
Blanks .....	166

#### REPUBLICAN DELEGATES AT LARGE

Butler Ames, Lowell .....	417
Chandler Bullock, Worcester .....	386
Gurden W. Gordon, Springfield .....	379
Butler R. Wilson, Boston .....	380
Edward A. Thurston, Fall River .....	1
Blanks .....	469

#### REPUBLICAN DELEGATES, FIFTH DISTRICT

Frank E. Dunbar, Lowell .....	373
Gardner W. Pearson, Lowell .....	370
Louis Pfeiffer, Bedford .....	91
Blanks .....	182

## REPUBLICAN ALTERNATE DIST. NO. 5 DELEGATES

Kimball G. Colby, Methuen .....	196
Wilford D. Gray, Woburn .....	264
Louis Ellenwood, Reading .....	340
Blanks .....	216

## DEMOCRATIC DELEGATES AT LARGE

David I. Walsh, Fitchburg .....	9
Richard H. Long, Framingham .....	8
Joseph C. Pelletier, Boston .....	11
Daniel F. Doherty, Westfield .....	9
Joseph F. O'Connell, Boston .....	6
Blanks .....	9

## DEMOCRATIC ALTERNATE DELEGATES AT LARGE

Susan W. Fitzgerald, Boston .....	7
Mary A. Carson, Pittsfield .....	8
Mary Keegan Shuman, Boston .....	7
Helen G. Thayer, Worcester .....	7
Blanks .....	23

## DEMOCRATIC DELEGATES, FIFTH DISTRICT

Humphrey O'Sullivan, Lowell .....	11
Joseph P. Donahue, Lowell .....	11
Blanks .....	4

## ALTERNATE DEMOCRATIC DELEGATES, FIFTH DISTRICT

Katherine F. McCarthy, Lowell .....	7
Anna Loretta McGowan, Woburn .....	7
Blanks .....	12

The ballots were counted and declared in open town meeting and sealed and delivered to the Town Clerk, whereupon it was voted to adjourn.

MILLARD F. CHARLES, Town Clerk.

## SPECIAL TOWN MEETING

SECURITY HALL, WOBURN ST., MAY 17TH, 1920.

The special town meeting was called to order by the Moderator, Jesse W. Morton in Security Hall, Woburn St., at time specified in the warrant. The warrant was partially read when it was moved by Otis B. Ruggles to dispense with further reading of the warrant except the Constable's return, and it was so voted. The Constable's return was then read and proceeded to the business of the meeting.

Article 1. To hear and act on the reports of Town Officers and Special Committees.

## REPORT OF COMMITTEE ON REPAIR OF SQUARE

May 17, 1920.

To the Citizens of Reading:—

The Special Committee, consisting of the Board of Selectmen and the Planning Board, appointed at the Annual Town Meeting in March to consider the matter of paving Reading Square, submit the following report of progress:

Several meetings have been held and various forms of Road Construction have been considered. The more the problem was studied, the more evident it appeared that if the Square is to be paved anything like a permanent way, there are many things to be taken into account. Not only must the problem of better drainage be solved, but also the advisability of widening Main Street to provide for increased traffic. If it seems best to widen the street, it is the opinion of the joint Boards, that this should be done on the Easterly side of the street between Pleasant St. and the old Y. M. C. A. property. The question of widening Main Street depends considerably on the action of the Town on Art. 9 in the warrant for the special Town Meeting of May 17th, 1920. The article in question relates to the establishment of building lines. When it is decided just what width the street is to be, the joint Boards can complete their task and submit estimates for the cost of such form of paving as they recommend.

---

Voted to accept report.

The Committee on Municipal Garage made a report on its cost, but recommended that no action be taken at present toward erecting a Municipal Garage. Voted to accept and adopt report.

Article 2. To see what instructions the Town will give its Town Officers and Special Committees.

Article 2. Voted to lay Article 2 on the table.

Article 3. To see if the Town will raise and appropriate a sum not exceeding six thousand dollars for rebuilding Bay State Road, formerly Pine Street, or what it will do in relation thereto.

Article 3. Charles H. Melendy moved that fifteen hundred dollars be raised and appropriated to resurface the street, Bay State Road, with crushed stone or gravel. Said motion was not carried.

Article 4. To see if the Town will authorize the Town Accountant to transfer the sum of seven hundred dollars from the Excess and Deficiency Account to the fund for the maintenance of the Central Fire Station, or what it will do in relation thereto.

Article 4. On motion of Charles P. Howard, it was voted that the Town authorize the Town Accountant to transfer the sum of seven hundred dollars from the Excess and Deficiency Account to the Fund for the maintenance of the Central Fire Station.



Article 5. To see if the Town will vote to raise the pay of the Patrolmen, commencing May 1st, 1920, to \$1,825.00 per year and will raise the pay of the Chief of Police, commencing May 1st, 1920, to \$2,184.00 per year, and will raise and appropriate, or otherwise provide, the sum of six hundred fifty-four dollars and sixty-one cents to meet the expenses of the above raise or what it will do in relation thereto.

Article 5. On motion of Otis B. Ruggles, it was voted to raise and appropriate the sum of four hundred dollars to provide for increase in salary of Chief of Police from \$1,800.00 per year to \$2,000.00 per year, and the four Patrolmen from \$1,600.00 to \$1,700.00 per year, effective, May 1st, 1920, and further, that a sliding scale for patrolmen be adopted as follows for new appointments: 1st year, \$1,500.00; 2nd year, \$1,600.00; 3d year, \$1,700.00, and thereafter, (\$400.00.)

Article 6. To see if the Town will vote to raise the pay of the Permanent Firemen commencing May 1st, 1920, to \$1,825.00 per year, and raise the pay of the Chief of the Fire Department commencing May 1st, 1920, to \$2,184.00 per year, and will raise and appropriate or otherwise provide the sum of six hundred fifty-four dollars and sixty-one cents, to meet the expense of the above raise or what it will do in relation thereto.

Article 6. On motion of Charles P. Howard, it was voted to raise and appropriate the sum of four hundred dollars, to provide for the increase of salary of the Chief of the Fire Department from \$1,800.00 to \$2,000.00 per year and the four permanent firemen from \$1,600.00 to \$1,700.00 per year, effective, May 1, 1920, and further that a sliding scale be adopted for permanent firemen as follows: 1st year, \$1,500.00; 2d year, \$1,600.00; 3d year and thereafter, \$1,700.00. (\$400.00.)

Article 7. To see if the Town will accept the provisions of Chapter 240 of the Acts of 1920 entitled, "An Act to permit under Public Regulation and Control, certain Sports and games on the Lord's Day," or what it will do in relation thereto."

Article 7. A motion was made by Otis B. Ruggles, to accept the provisions of Chapter 240 of the Acts of 1920 entitled, "An Act to permit, under public regulation and control, certain sports and games on the Lord's Day." The motion was defeated by the vote of "Yes", 88; "No", 199.

Article 8. To see what amount the Town will raise and appropriate to settle the suit brought against the Town by Adelbert E. Batchelder to recover damages for injuries suffered by him through the alleged negligence of employees of the Moth Department, or what it will do in relation thereto.

On motion of Otis B. Ruggles, it was voted to raise and appropriate the sum of four hundred dollars to settle the suit of Adelbert E. Batchelder against the Town. (\$400.00.)

Article 9. To see if the Town will accept the provisions of Sec. 73 of Part 2 of Chapter 344 of the General Acts of 1917, a section providing that, when accepted, a building line not more than forty feet distant from the exterior line of a highway or town way may be established in the manner provided for laying out ways, and thereafter no structures shall be erected or maintained between such building line and such way, except parts of buildings, such as steps, windows, porticoes and other usual projections appurtenant to the front wall of a building to the extent prescribed in the vote establishing such building line, and except that buildings, steps, fences, gates, etc., existing at the time of the establishment of the building line may be permitted to remain and to be maintained under such conditions as may be prescribed in the vote establishing such building line and providing for damages and the collection thereof as in laying out a Town way, or what it will do in relation thereto.

Article 9. On motion of Otis B. Ruggles, it was voted to accept the provisions of Sec. 73, Part 2, of Chap. 344 of the General Acts of 1917, "To establish on Streets a Building Line not more than 40 feet from line of existing Street or way." Said motion was not carried.

Article 10. To see if the Town will raise and appropriate the sum of four thousand, four hundred and sixty-five dollars to provide for additional insurance, or what it will do in relation thereto.

Article 10. On motion of Henry H. Kinsley, it was voted to raise and appropriate the sum of three thousand, seven hundred and sixty dollars to pay for additional insurance. (\$3,760.00.)

Article 11. To see if the Town will authorize the Selectmen to lease the land and buildings maintained as the Town Home upon such conditions as to length of term and amount of rent, and other conditions, as the Selectmen shall deem expedient, or what it will do in relation thereto.

On motion of Otis B. Ruggles, it was voted that the Selectmen be authorized to lease the land and buildings maintained as the Town Home upon such conditions as to length of term and amount of rent and other conditions as the Selectmen shall deem expedient.

On motion of Galen A. Parker, it was voted to extend a vote of thanks to Mrs. Clara G. Brande for her generous gift of land on Main St. for the addition to Memorial Park, and that a copy of this vote be suitably transcribed and presented to her by the Town Clerk.

On motion of Otis B. Ruggles it was voted to adjourn "sine die".

MILLARD F. CHARLES, Town Clerk.

## STATE AND NATIONAL ELECTION, NOV. 2d, 1920

SECURITY HALL, READING, MASS., NOV. 2D, 1920.

The following is the result of the ballot for State and National officers:

## FOR PRESIDENT—COX AND ROOSEVELT, Democratic

Marcus A. Coolidge (at large) .....	424
Rose D. Forbes (at large) .....	424
1 Ellen M. Boland .....	424
2 Mary E. Wooley .....	424
3 Joseph E. Venne .....	424
4 Arthur Gordon Webster .....	424
5 Charles Francis Adams .....	424
6 Annie I. Dodge .....	424
7 Abbie May Roland .....	424
8 Charles W. Elliot .....	424
9 Thomas J. Boynton .....	424
10 Mary F. Sullivan .....	424
11 William Gaston .....	424
12 Mary Madden Jackson .....	424
13 Dorothy Whipple Fry .....	424
14 Eugenia B. Frothingham .....	424
15 Harold E. Sweet .....	424
16 Hannah Ashley .....	424

## COX AND GILHAUS, Socialist Labor

Peter O'Rourke (at large) .....	4
Paul Schepis (at large) .....	4
1 Henry Noffke .....	4
2 Oscar Kinsalas .....	4
3 Herman Koepke .....	4
4 Joseph Jiskra .....	4
5 John MacKinnon .....	4
6 Jeremiah P. McNally .....	4
7 Fred E. Oelcher .....	4
8 John W. Aiken .....	4
9 Leon Greenman .....	4
10 Felix Manevitz .....	4
11 George Nelson .....	4
12 Henry C. Hess .....	4
13 Walter J. Hoar .....	4
14 Patrick H. Loftus .....	4
15 Albert Barnes .....	4
16 James W. Holden .....	4

## DEBS AND STEDMAN, Socialist

John J. McEttrick (at large) .....	12
Thomas H. Fair (at large) .....	12
1 Dan McGahan .....	12

2	Walter J. P. Shakan .....	12
3	Charles E. Fenner .....	12
4	Adolph Wirkula .....	12
5	Sylvester J. McBride .....	12
6	Parkman B. Flanders .....	12
7	Joseph Wallis .....	12
8	George E. Roewer, Jr. ....	12
9	Henry Erskine .....	12
10	Joseph M. Meirovitz .....	12
11	Louis Marcus .....	12
12	Samuel P. Levenberg .....	12
13	Samuel Zorn .....	12
14	N. Albion Jeppson .....	12
15	Morris Rosen .....	12
16	Wilbur M. Austin .....	12

#### HARDING AND COOLIDGE, Republican

	Charles Sumner Bird (at large) .....	2497
	Elizabeth Putnam (at large) .....	2497
1	Frank H. Metcalf .....	2497
2	Henry P. Field .....	2497
3	Arthur H. Lowe .....	2497
4	Chandler Bullock .....	2497
5	Alfred C. Gaunt .....	2497
6	Elihu Thomson .....	2497
7	Martin Cowan Burrows .....	2497
8	William H. Lewis .....	2497
9	J. Edward L. McLean .....	2497
10	Emma Romano .....	2497
11	Charlotte H. J. Guild .....	2497
12	Albert H. Curtis .....	2497
13	Ernest B. Dane .....	2497
14	Harold C. Keith .....	2497
15	Joseph W. Martin, Jr. ....	2497
16	Albert H. Washburn .....	2497
	Blanks .....	44

#### GOVERNOR

	Channing H. Cox of Boston .....	2459
	Walter S. Hutchins of Greenfield .....	14
	Patrick Mulligan of Boston .....	4
	John J. Walsh of Boston .....	381
	Blanks .....	123

#### LIEUTENANT GOVERNOR

	Marcus A. Coolidge of Fitchburg .....	370
	David Craig of Milford .....	8
	Alvan T. Fuller of Malden .....	1938



Thomas Nicholson of Methuen .....	8
Robert M. Washburn of Boston .....	487
Blanks .....	170

## SECRETARY

Frederic W. Cook of Somerville .....	2405
Edward E. Ginsberg of Brookline .....	330
Anthony Houtenbunk of Boston .....	5
Edith M. Williams of Brookline .....	20
Blanks .....	221

## TREASURER

George H. Jackson of Lynn .....	59
James Jackson of Westwood .....	2382
Louis Marcus of Boston .....	8
Patrick O'Hearn of Boston .....	340
Albert L. Waterman of Boston .....	9
Blanks .....	183

## AUDITOR

Alonzo B. Cook of Boston .....	2341
Alice E. Cram of Boston .....	407
Stephen J. Surridge of Lynn .....	6
Herbert H. Thompson of Haverhill .....	19
Blanks .....	208

## ATTORNEY-GENERAL

J. Weston Allen of Newton .....	2392
Morris I. Becker of Boston .....	9
John Weaver Sherman of Boston .....	14
Michael L. Sullivan of Salem .....	348
Blanks .....	218

## CONGRESSMAN, 5TH DIST.

Jackson Palmer of Lowell .....	398
John Jacob Rogers of Lowell .....	2415
Blanks .....	168

## COUNCILLOR, 6TH DIST.

Charles Sumner Smith of Lincoln .....	2413
Blanks .....	563

## SENATOR, 7TH MIDDLESEX DIST.

Charles H. Burns of Lynn .....	381
Gardner W. Pearson of Lowell .....	2330
Blanks .....	270

## REPRESENTATIVES IN GENERAL COURT, 18TH MIDDLESEX DIST.

William J. Farrell of Woburn .....	286
George L. Flint of Reading .....	428
Samuel W. Mendum of Woburn .....	1969
Walter S. Parker of Reading .....	2335
Blanks .....	944

## COUNTY COMMISSIONERS, MIDDLESEX COUNTY

Alfred L. Cutting of Weston .....	2246
Walter C. Wardwell of Cambridge .....	2222
Blanks .....	1494

## SHERIFF, MIDDLESEX COUNTY

John R. Fairbairn of Cambridge .....	2272
Blanks .....	709

Shall an Act entitled, "An Act to regulate the manufacture of Beer, Cider and Light Wines, and in which it is provided that all beverages containing not less than one-half of one per cent and not more than two and three-fourths per cent of alcohol by weight at 60 degrees Fahrenheit shall be deemed not to be intoxicating liquor," which Act passed the House of Representatives by a vote of 121 in favor and 67 against and passed in the Senate by a vote of 26 in favor and 6 against and was thereafter vetoed by His Excellency, the Governor, and failed of passage in the Senate over the said veto by a vote of 14 in favor and 22 against, be approved?

Yes .....	896
No .....	1659
Blanks .....	426

Shall Chapter 166 of the Acts of 1920, which authorizes the granting of one day off in every eight days to Police Officers without loss of pay, be accepted by this Town?

Yes .....	1630
No .....	620
Blanks .....	731

The votes were counted and declared in open town meeting and sealed and delivered to the Town Clerk.

MILLARD F. CHARLES, Town Clerk.

COMMONWEALTH OF MASSACHUSETTS, COUNTY OF MIDDLESEX,  
CITY OF WOBURN

In accordance with the provisions of Sec. 322, Chapter 835, Acts of 1913, the City Clerk of Woburn, and the Town Clerks of Reading and Stoneham, being the City and Town Clerks of every city and town

in Representative District No. 18 within said County, met at the City Hall, Woburn, at noon on Friday, Nov. 12th, A. D. 1920, being the 10th day succeeding the day of the State Election held on Tuesday, Nov. 2d, A. D. 1920, and then and there opened, examined and compared the copies of the records of votes cast at said election for the office of Representative and determined therefrom that Walter S. Parker of Reading and Samuel W. Mendum were elected to the office of Representative.

The following is a schedule of the names of all persons for whom votes for Representative were given in said district and the number of votes given for each person, viz:—

William J. Farrell of Woburn .....	3259
George L. Flint of Reading .....	2693
Samuel W. Mendum of Woburn .....	6584
Walter S. Parker of Reading .....	6432

In witness whereof, we, the City Clerk of Woburn and the Town Clerks of Reading and Stoneham hereunto set our hands this twelfth day of November, A. D. 1920.

JAMES A. McLAUGHLIN, City Clerk, Woburn.

MILLARD F. CHARLES, Town Clerk, Reading.

GEORGE N. GREEN, Town Clerk Stoneham.

Received and recorded in Town Clerk's Office, Reading, Mass.,  
Nov. 12, 1920.

ATTEST: MILLARD F. CHARLES, Town Clerk.

## NOTICE TO PARENTS, HOUSEWIVES, PHYSICIANS AND MIDWIVES

---

**Your Attention is Called to the Sections Below Taken  
from the Revised Laws.—Blank Forms for Return of  
Births Can be Obtained of the Town Clerk.**

---

### SECTION 3, CHAPTER 444, ACTS 1897

SECT. 3.—Physicians and midwives shall on or before the fifth day of each month report to the clerk of each city or town a correct list of all children born therein during the month next preceding, at whose birth they were present, stating the date and place of each birth, the name of the child, if it has any, the sex and color of the child, the name, place of birth and residence of the parents, the maiden name of the mother, and the occupation of the father. If the child is illegitimate the name of the father shall not be stated, unless at the joint request in writing of both father and mother, which request shall be filed with the returns of births. The fee of the physicians or midwife shall be twenty-five cents for each birth so reported, and shall be paid by the city or town in which the report is made, upon presentation of a certificate from the city or town clerk, stating that said births have been reported in conformity with the requirements of this section. Any physician or midwife neglecting to report such list for ten days after it is due shall for each offence forfeit a sum not exceeding twenty-five dollars.

### SECTION 6, CHAPTER 444, ACTS 1897

SECT. 6.—Parents and Householders shall within forty (40) days after the date of a birth occurring in his house give thereof or cause such notice to be given to the clerk of the city or town in which such child is born.

MILLARD F. CHARLES, Town Clerk.



## DOGS LICENSED DURING YEAR 1920

---

Whole number of licenses issued .....	334	
40 Female licenses at \$5.00 .....	\$200.00	
293 Male licenses at \$2.00 .....	586.00	
1 Kennel license at \$50.00 .....	50.00	
	<hr/>	
Total cash received .....	\$836.00	
Less fees for 334 licenses .....	66.80	
	<hr/>	
Total due County Treasurer .....		\$769.20
Paid County Treasurer June 1, 1920 .....	\$478.20	
Paid County Treasurer Dec. 1, 1920 .....	291.00	
	<hr/>	
Total Paid County Treasurer .....		\$769.20

MILLARD F. CHARLES, Town Clerk.

## Fishing and Hunting Licenses Issued Year 1920

---

235 Hunting Licenses issued at \$1.00 .....	\$235.00	
3 Alien Fisherman's Licenses at \$1.00 .....	3.00	
132 Fisherman's Licenses at 50 cents .....	66.00	
20 Trapper's Licenses at 25 cents .....	5.00	
	<hr/>	
Total .....	\$309.00	
Less 390 license fees at 15 cents .....	58.50	
	<hr/>	
Balance due State .....		\$250.50
Paid Fisheries and Game Commissioners:		
February 25, cash .....	\$ 49.05	
May 27, cash .....	15.75	
August 3, cash .....	63.70	
October 19, cash .....	70.00	
December 17, cash .....	52.00	
	<hr/>	
Total .....		\$250.50

MILLARD F. CHARLES, Town Clerk.

## BIRTHS REGISTERED IN TOWN OF READING FOR YEAR 1920

Date	Name	Parents
Jan.		
4	Nancy Elizabeth Boyle	Harold N. and Mildred
4	Joseph Arthur White, Jr.	Joseph A. and Alexina M.
15	Barbara Leach	William M. and Florence A.
17	Donald Harvey Ross	Walter A. and Florence M.
19	Margaret Elizabeth Nickerson	Charles and Elizabeth H.
20	Irving Roy Heselton	Carl D. and Mary J.
20	Ryland	Herbert John and Frances V.
22	George Stanley Harvey, Jr.	George S. and Madelene D.
24	Margaret Eva Choporian	John S. and Nellie D.
Feb.		
1	Genevieve Carroll	James F. and Catherine C.
5	Gladys Ethel Symonds	Hazen K. and Ethel F.
7	Barbara Louise Harris	Thomas L. and Lucretia F.
7	Doris Mardell Humphry	George and Fleda B.
8	Edward Howard Bowley, Jr.	Edward H. and Pauline E.
10	Eileen Rogers	Warren P. and Bertha F.
10	Margaret Mary Walsh	Joseph P. and Mary J.
11	James Leo Castine	Simon A. and Marion M.
12	Esther Frances Tucker	Walter D. and Rose V.
14	Barbara May Campbell	William F. and Faith L.
15	Dorothy Leavitt	Nathaniel W. and Marian M.
15	Priscilla Jones	Elmer D. and Flora E.
22		
24	Leonard Arthur Smith	William R. and Mary B.
24	Herbert Edward Slocum	Herbert E. and Ruth F.
25	Millicent Antoinette Beaulieu	Noe H. and Eda H.
27	James Franklin Whitton, Jr.	James F. and Agnes H.
29	John Cronin	Jeremiah J. and Agnes C.
Mar.		
9	Edward Albert Dulong	Louis G. and Olive T.
10	William John Sears	George L. and Amanda S.
10	Joseph Albert Gallant	Stephen and Mary A.
13	Mary Marion Charlotte Pluff	Fred E. and Marion P.
15	Priscilla Mae Kittredge	Howard W. and Annetta C.
19	Ruth Gertrude Richardson	George W. and Violet I.
21	Rose Lillian Towne	Samuel W. and Melina S.
22	Florence Burbine	Peter J. and Rose G.
24	Raymond Jordan	George S. and Angie C.
26	William John Richmond	Alexander and Georgie P.
31	Francis Adel Amiro	Raymond and Frances H.

## BIRTHS REGISTERED IN TOWN OF READING FOR YEAR 1920

Date	Name	Parents
<b>Apr.</b>		
6	Louise Celestine Doucette	Jeffrey and Catherine L.
9	Helen Roach	George A. and Sadie B.
16	Doris Ruth Lewis	Chas. E. and Ruth W.
16	Rita Louise Riley	George J. and Louise I.
17	Helen Theresa Riley	George J. and Louise I.
17	Arsenault	Joseph and Mary M.
20	Virginia Ruth Runge	Carl O. and Dorothy S.
29	Henry Davidson Steadman	James and Marion K.
29	Mary Louise Callan	Arthur B. and Hermie S.
<b>May</b>		
1	Esther May Burbine	Frank and Mary D.
5	Eric Morton Matson	Eric P. and Judith A.
9	Mary Ethel White	Adrian and Mary H.
9	Gladys V. Duby	Arthur C. and Gladys C.
12	Lorraine Bruorton	John R. and Gladys H.
13	Francis Kenneth Doucette	William A. and Mary B.
13	Harry William Herbolzheimer	Harry W. and Doris B.
17	Margaret Mary Bennett	Austin F. and Mary M.
20	Daniel Francis McMahon	Thomas M. and Louise M.
23		
30	McDonough	Bartholemew and Catherine
<b>June</b>		
1	Albert Mayne	Frank H. and Julia B.
1	Richard Loring Guild	Robert and Ethel
2	Brendon Leonard Hoyt	Carl H. and Florence M.
4	Mildred Abbott Yates	George W. and Ethel B.
15	Effie Elizabeth Keene	Edward B. and Abbie E.
16	Natalie Wallace	Chester J. and Nancy C.
17	George Arthur Hamm	Loring W. and Lora M.
17	Gladys Elaine Killam	Phineas S. and Gladys A.
20	Anna Lockwood Florence	William E. and Edith M.
20	Ruth Lillian Gaffney	John E. and Hilda S.
22	Joseph Roy White	Hervie and Josephine A.
22	Richard Storti	John and Edna B.
23	James Russell Stewart	Carl E. and May P.
23	Audrey Frances Lowell	Robert and Lillian H.
23	Beatrice Seraphine Meuse	Dennie and Rose O.
28	Jane Louise LeFave	Albert A. and Marie L.

## BIRTHS REGISTERED IN TOWN OF READING FOR YEAR 1920

Date	Name	Parents
July		
7	Ruth Althea Gibson	Archibald L. and Melita A.
12	Doris Priscilla Williams	Ralph and Frances W.
14	Donald Cole Larrabee	George E. and Esther H.
22	Leslie Richmond Heselton, Jr.	Leslie R. and Freida W.
28	Gladys Leman	Albert and Myrtle
28	Lawrence Alpedo	Joseph and Florence L.
31	Anderson	Andrew and Ann K.
August		
2	Robert Hutchison Williams	Theodore R. and Annabel H.
4	Emily Warren Ambrose	Charles M. and Rebecca N.
4	Evelyn May Hatfield	William and Edna K.
6	Frank Bernerd Doucette	Frank P. and Ruth D.
14	Otto Christiansen, Jr.	Otto W. and Sarah W.
18	Phyllis Stewart Perkins	Howard D. and Lillian S.
18	Frances Warren Leighton Hubbard	James and Louise L. Albert L. and Anna S.
21	Frances Helen Fairbanks	Curtis S. and Helen L.
25	Charles Robert McLeod	Robert W. and Amy T.
25	Aine Frank Pritchard, Jr.	Aine F. and Violet P.
27	George M. Hoyt	Frank and Alice P.
31		
Sept.		
1	Mary Virginia White	Edward J. and Anne W.
3	Irving Thomas Skidmore	Martin and Pearl W.
8	Ruth Miriam Esterberg	William L. and Anna B.
8	Emma Augusta Stafford	James H. and Jessie N.
10	James Arthur Gorey	Edward H. and Mary M.
20	Bernard Paul Muse	Ambrose and Vera F.
20	William Francis Jones, Jr.	William F. and Margaret H.
26	Clarence Melvin Allen	Francis S. and Abbie F.
29	Helen Gertrude McCarthy	John J. and Catherine P.
29	Joseph Walter Doucette	Edward and Marion M.
Oct.		
6	Donald Lincoln Ahern	Dennis S. and Blanche G.
10	Mary Anita Classen	Thomas F. and Maybelle L.
12	Dorothy Galvin	Jeremiah F. and Minnie T.
15	Raymond Vincent Doucette	John J. and Eunice F.
17	Edson Robert King	Chester R. and Almira W.
29	Alice Ruth Carter	William W. and Lydia P.
31	Shirley Flager	Harold J. and Shirley G.

## BIRTHS REGISTERED IN TOWN OF READING FOR YEAR 1920

Date	Name	Parents
Nov.		
1	Blanche Gertrude Griffin	John J. and Margaret D.
9	Harold Hardy Frotten	Larry J. and Laura F.
11	Sullivan	Arthur J. and Daisy B.
16	Elizabeth Agnes Croswell	Thomas and Catherine K.
18	Carl Edward Gilman	Edgar M. and Edith B.
20	Geraldine Frances Barton	Walter E. and Marie H.
24	Helen Frances White	Francis P. and Mary D.
27	Marjorie Frye	Harold H. and Lillian F.
Dec.		
1	Herbert Franklin Hill	Charles A. and Grace C.
1	Clarence Lorengo Dow	Clarence L. and Joanna N.
7		
10	Mary Vera Robbins	George and Alma A.
13	Charles Vincent Mullin	Thomas V. and Ida R.
21	Edward Meuse	Edward F. and Florence M.
27	Pauline Frances Meuse	Frederick A. and Irene M.

Date	Name	Parents
OMISSIONS AND CORRECTIONS FOR OTHER YEARS		
1919		
Jan. 2	Elizabeth Mavis Browne	Thomas R. and Angela C.
Feb. 15	Jennie Rita Clements	Frank E. and Annie D.
Mar. 21		
Aug. 14	Helen Mildred Proctor	Louis and Mildred M.
Aug. 11	Joseph Grant, Jr.	Joseph A. and Rose M.
Sept. 12	Pauline Hussey Eames	Hugh L. and Anne W.
Nov. 17	John Devaney	John L. and Sarah J.
1914		
Jan. 18	Edward S. Taylor	Edward S. and Alice T.
1872		
Dec. 26	Henry Adolph Doucette	John M. and Frances M.
1917		
Jan. 25	Julian Weston Hurd	Ernest A. and Hattie E.



## MARRIAGES REGISTERED IN READING FOR YEAR 1920

Date	Names	Age	Occupation	Residence
Dec. 1919				
22	William McDermott	26	Grocery Manager	Boston
	Lillian M. Morrison	25	Nurse	England
Jan.				
3	Northern Orr Tribble	29	Physician	Atlanta, Ga.
	Marion Cecelia Stevens	24	Dentist	Reading
6	James H. Pulsifer	53	Boss Painter	Woburn
	Chlora R. Southwick	43	Housekeeper	Wilmington
22	Francis Leo Johnson	21	Chauffeur	Reading
	Lida Karclur Williams	19	Millhand	Reading
25	Frederick Albert Meuse	19	Rubber worker	Reading
	Irene Margaret Dulong	16	Rubber worker	Reading
25	Clarence James Peters	21	Cashier	Reading
	Hannah Louise Curtin	21	Clerk	Somerville
27	Philip Roy Eaton	31	Organ Pipe maker	Reading
	Emma Dumas	38	At Home	Boston
27	Henry Benjamin Kenney	27	Mill hand	Reading
	Grace Helen Murphy	18	Rubber worker	Reading
29	Arthur C. Duby	25	Clerk	Reading
	Gladys C. Carroll	21	None	Wakefield
29	Harold E. Gonnarn	29	Spreader	Reading
	Elizabeth Pierce Higgins	22	At Home	Salem Depot, N. H.
Feb.				
6	Rodney E. Buck	26	Grocer	Wilmington
	Hilda May Buck	25	Teacher	Wilmington
8	George Gerard Rogers	20	Shoe maker	Reading
	Marie Julia Morris	17	Shoe worker	Reading
11	Carl Winslow Goodridge	23	Telephone installer	Reading
	Emeline Perkins Tyler	25	Stenographer	Boston
25	Shirley Goss Blackinton	27	Jeweler	Attleboro
	Helen Ruth Fowler	19	Switchboard oper.	Reading
29	Isie Mizner	29	Tailor	Reading
	Rosa Messerman	23	Dressmaker	Reading
Mar.				
6	George Ainsworth Proctor	27	Woodworker	Framingham
	Robina Hamilton Milne	28	Machine operator	Framingham
17	James Goldsworth Watters	22	Chauffeur	Reading
	Elinor Blake Chandler	18	None	Reading
20	John F. Clancy	24	Teamster	Malden
	Grace Nellie Torrance	28	Housekeeper	Reading
21	Anthony Bendist Szawlis	33	Millwright	Brighton
	Josephine Ford	38	At Home	Winthrop

## MARRIAGES REGISTERED IN READING FOR YEAR 1920

Date	Names	Age	Occupation	Residence
Apr.				
5	John Frank Dulong	35	Machinist helper	Reading
	Mary Elizabeth Clark	41	Shoe worker	Reading
7	George R. Huestis	44	Salesman	Mattapan
	Fannie I. Burgess	47	At Home	Wakefield
10	Henry Allen Brown	26	Welder	Portsmouth, N. H.
	Gladys Gertrude Cloudman	20	Draft Clerk	Reading
14	Willard Symmes	25	Clerk	Reading
	Vivian Smith	21	Clérk	Stoneham
18	Avery Warren Clark	25	Civil Engineer	Reading
	Anna Barbara MacKillop	25	Domestic	Boston
21	Carl Weston Roberts	23	Civil Engineer	Reading
	Rena Nelson	23	Telephone Operator	Reading
24	Laurence Howard Buck	27	Auto Mechanic	Reading
	Helen Fisher Burrell	24	None	Malden
25	George F. Richard	39	Moulder	Reading
	Margaret Michelini	37	Housework	Reading
May				
16	Paul William Pagel	24	Merchant	Riceville, Iowa
	Marion Florence Ellis	18	None	Reading
20	Walter Strauthard Gibbons	21	Salesman	Reading
	Madeline F. Hobson	17	At Home	E. Weymouth
21	John Henry LeFave	23	Painter	Reading
	Genevieve Cath'ne Doucette	20	Stenographer	Reading
22	Frank Oliver Coolidge	26	Foreman	Reading
	Florence Christine Purvis	25	None	Melrose
26	Maurice Henry Donegan	21	Salesman	Reading
	Doris Maria Bright	18	Clerk	Melrose
29	Edward Francis Golladay	36	Mason	Braintree
	Edith Belle Brown	44	Clerk	Reading
June				
2	John Eric Turner	22	Clerk	Reading
	Dorothy Althea McKie	22	Clerk	Wakefield
2	Ralph B. Comins	30	Motor Truck Bus	Wakefield
	Frances F. Oxley	26	Manager	Wakefield
2	Frank Elden Cross	18	Machinist	Wakefield
	Vivian Adela Brown	18	Stitcher	Reading
6	Patrick James Joyce	32	Rubber worker	Reading
	Anna Lelia Hickey	30	Millhand	Reading
6	Jeremiah Joseph Bresnahan	24	Draftsman	Medford

## MARRIAGES REGISTERED IN READING FOR YEAR 1920

Date	Names	Age	Occupation	Residence
June				
	Mary Agnes Fay	22	Telephone operator	Reading
7	Joseph Arthur Grant	27	Salesman	Reading
	Rose B. Melanson	22	None	Reading
7	George Leonard Doyle	37	Machinist	Reading
	Ida M. Tait	37	Machine operator	Wakefield
10	Garvin Bawden	24	Student	Cambridge
	Helen Henderson	22	None	Reading
15	Aiden Lassell Ripley	23	Artist	Wakefield
	Doris Verne	22	None	Reading
16	George Henry Anderson	22	Grocer	Reading
	Mildred Elizabeth Harrison	22	Manager	Reading
16	Robert Bruce Lumsden	23	Contractor	Reading
	Josephine Esther Grout	17	Stenographer	Somerville
17	Edward Fitzgerald McCotter	26	Mate	Jacksonville, Fla.
	Ruth Maude Thorburn	28	Bookkeeper	Reading
19	Robert Paul McKeogh	30	Druggist	Gardner
	Anne Catherine Riley	27	Chief Clerk	Reading
20	Edward Thomas Shea	25	Conductor	Reading
	Lillian McKenney	25	Repairer	Reading
20	Edward Ira Gadbois	23	Shipper	Reading
	Margaret S. White	20	Mill hand	Wilmington
21	Emmett Frank Greenleaf	22	Clerk	Wakefield
	Mabel Esther Sherman	23	Bookkeeper	Reading
27	Frank Enos Doucette	24	Shipping clerk	Reading
	Bridget Frances Wall	23	Cloth inspector	Reading
28	Otis Witham Means	36	Merchant	Machias, Me.
	Christine Marion Newton	29	Teacher	Reading
29	Nicholas William Halloran	22	Rattan worker	Reading
	Helen Leszczyrisky	18	Mill hand	No. Reading
30	Alexander Treat Forbes	28	Mechanic	West Haven, Conn.
	Ethel Mae Reed	30	Teacher	Reading
30	Thomas Parkinson	31	Foreman	Reading
	Emma Newhall Leavis	33	Music teacher	Reading
July				
1	George Albert Fearon	21	Painter	Biddeford, Me.
	Lydianna Letourneau	18	Operator	Biddeford, Me.
3	Jacob Mitchell	74	Treasurer	Reading
	Annette McGrath	36	Nurse	Reading
3	Howard Elliott Russell	26	Painter	Reading
	Paulina Roberts	26	Bookkeeper	Reading

## MARRIAGES REGISTERED IN READING FOR YEAR 1920

Date	Names	Age	Occupation	Residence
July				
4	James Geddis	25	Shipper	Boston
	Katherine Soph'nia Lawler	24	Bookbinder	Somerville
5	John R. Muse	22	Machinist	Reading
	Victoria G. LeBlanc	19	Millhand	Wakefield
14	Albert Joseph Smith	21	Laborer	Reading
	Mabel Florence Foy	19	Tel. Operator	Wakefield
15	Wilman Mansfi'd Macomber	53	R. R. Agent	Malden
	Carrie Sargent Cole	53	None	Roxbury
17	Earl Everett Florence	21	Steamfitter	Reading
	Venice Adelaide Milligen	21	None	Framingham
17	George Eugene Felton	22	Paint Mfg.	Reading
	Edith Adelaide Buck	25	None	Reading
21	Frank Edward Epolite	34	Baker	Reading
	Ella Frances Badger	41	Nurse	Reading
31	Frank Dawson Forbes	28	Rubber worker	Reading
	Margaret Bertha Dumphy	28	None	Reading
Aug.				
3	Albert Michael Rowean	22	Manager	Reading
	Marjorie S. Creed	21	Clerk	Dorchester
7	Morton E. Setchell	49	Public Accountant	W. Roxbury
	Lottie H. Gowing	46	None	Reading
29	Elmer B. Stratton	17	Truckman	Reading
	Leora F. Gilman	20	At Home	Derry, N. H.
Sept.				
1	Harold Worth Batchelder	26	Band Cutter	Reading
	Renie Gertrude Halden	31	Typist	W. Roxbury
3	Lester M. Swain	27	Leather worker	Wilmington
	Georgena Power	23	Domestic	Wilmington
4	William Edward Scott	20	Trainman	Wakefield
	Ethel Marion Foote	21	Stenographer	Reading
5	Thomas DeLisle Wildon	23	Jeweler	Melrose
	Effie Grace McKay	23	None	Reading
10	Edgar Norman Hunt	31	Clerk	Reading
	Dorothea Purnell	21	At Home	Boston
23	John C. Rose	24	Express Driver	E. Boston
	Elizabeth Gloria Enos	24	Stitcher	Reading
25	Henry Chase Wright	25	Advertising	Reading
	Louise W. S. Schulz	24	At Home	Dedham
26	Charles H. Field	28	Mechanic	Reading
	Emma Keefs	27	Forelady	Malden



## MARRIAGES REGISTERED IN READING FOR YEAR 1920

Date	Names	Age	Occupation	Residence
Sept.				
30	Stephen Paine	23	Broker	Beach Bluff
	Priscilla Davies	20	At Home	Reading
Oct.				
2	Stanley Routh Stembridge	28	Merchant	Reading
	Ruth Sylvester Manning	25	Cashier	Reading
3	John William Oldfield	29	Supt.	Wakefield
	Mary Ursula Froten	24	None	Reading
3	Jeremiah Doucette	23	Mill hand	Reading
	Florence May Doucette	17	Clerk	Reading
6	Fred L. Stokes	50	Painter	Reading
	Fannie M. Harriman	45	None	Reading
7	Melvin C. Lane	26	Chief Clerk	Reading
	Evelyn Frances Stewart	19	At Home	Reading
9	Loring Frost Wilcox	34	Engineer	Reading
	Jetta Glee Whitney	33	None	Reading
9	Reginald Hulbert Harris	24	Broker	Norwood
	Emily Safford	24	Priv. Sec'y	Reading
9	Walter Scott Dearborn	31	Manufacturer	Melrose
	Rhoda Moore Kelley	30	Bookkeeper	Reading
11	Louis Leon Muise	21	Rubber worker	Reading
	Helen White	17	Knitting Mill	Wakefield
14	Gardner Anderson Perry	24	Rubber worker	Reading
	Ethel May Kelsey	29	At Home	Reading
16	John E. Fultz	51	Manufacturer	Dorchester
	Fannie E. Batchelder	56	None	Reading
17	Francis P. White	20	Clerk	Stoneham
	Mary E. Doucette	18	At Home	Reading
25	Elmer Ashford Dykens	27	Painter	Cambridge
	Mermet Victoria Townsend	23	Graduate Nurse	Reading
29	Clyde Lawrence Davis	21	Clerk	Reading
	Mildred Katherine Adams	21	Clerk	Melrose
30	Joseph Chryslor	42	Carpenter	Reading
	Clara M. Sampson	37	Housekeeper	Reading
31	Albert Lloyd Hudson	29	Printer	Wakefield
	Alma Cecelia Sullivan	25	Stenographer	Reading
Nov.				
5	Charles Mer'fi'd Crowhurst	23	Tanner	Collingswood, N. J.
	Sarah Bancroft	19	At Home	Reading
6	Harold Delmon Russell	23	Mechanic	Nashua, N. H.
	Esther Ross Tucker	20	At Home	Reading



## MARRIAGES REGISTERED IN READING FOR YEAR 1920

Date	Names	Age	Occupation	Residence
Nov.				
7	James E. Hacking	32	Expressman	Stoneham
	May E. Cummings	31	At Home	Reading
7	John R. Frotten	21	Machinist	Reading
	Frances May Castine	20	Mill hand	Reading
9	Frank A. Reiser	27	Dentist	Rockville, Conn.
	Carrie A. Dustin	24	Clerk	Reading
14	William H. Hill	21	Clerk	Reading
	Mary A. Francis	24	Cook	Reading
15	Frank Duane Browning	27	Dentist	Jewett City, Conn.
	Mildred Louise Akerley	25	Dental Hygienist	Reading
20	Roscoe Wilson Frost	32	Printer	Reading
	Caroline Merry Hart	44	Nurse	Reading
24	Ernest W. Corless	25	Claim Investigator	Methuen
	Bessie K. Flanagan	25	Quiller	Methuen
25	James E. Lewis	40	Insurance	Reading
	Anna C. Lyons	35	At Home	Reading
25	Ernest Sidney Durb	24	Machinist	Melrose
	Sarah Gertrude Butters	23	At Home	Reading
28	William Devanis	24	Chef	Reading
	Marie Helen Richards	15	Housework	Wilmington
Dec.				
1	Roger Wheeler	25	Caterer	Newton
	Marion Weld Jewett	24	Secretary	Reading
13	Andrew Meuse	23	Laborer	Reading
	Arline Curit	19	Housework	Reading
15	Dimond Kennard	24	Trainman	Reading
	Bertha F. Upham	21	At Home	Lynn
22	Robert Burns McKenna	24	Clerk	Reading
	Gertrude Vict'ria Lofstrom	27	Secretary	Wakefield
23	Harold Lawrence Owen	22	Engineer	Reading
	Alice Coral Avery	18	Clerk	Reading
23	William H. Colby	60	Baker	Tewksbury
	Mary Jane Flint	35	At Home	Tewksbury
27	John W. Marts	22	U. S. Navy	Reading
	Aileen Sheldon	17	None	Reading
30	Guy Wilbert Ellison	30	Passenger Agent	Reading
	Margaret Louise Robinson	29	Home Demonstr. Agt.	Reading
30	Thomas Edward Wall	35	R. R. Signalman	Reading
	Gertrude Kath'r'ne Reagan	27	Stenographer	Jamaica Plain

## DEATHS REGISTERED IN TOWN OF READING FOR YEAR 1920

Date	Name	Y	M	D	Cause of Death
Jan.					
8	Elizabeth Tait	82	5	0	Hemorrhage
13	Mary C. Stevens	78	10	21	Pneumonia
17	Josephine Sargent	72	4	30	Nephritis
22	Jesse B. Thorn	79	10	4	Bronchitis
23	Thomas E. S. Cotton	82	0	15	Pneumonia
24	Jennie C. White	52	0	12	Myocarditis
26	Lillian E. Morse	39	6	12	Heart disease
27	Perley O. Judkins	22	8	25	Pancreatitis
29	Nancy J. Bancroft	86	10	23	Hemorrhage
29	Alice M. Campbell	0	2	9	Marasmus
30	Gertrude M. Nutting	47	6	26	Carcinoma
31	Walter Brennan	11	2	21	Automobile accident
Feb.					
4	Caroline W. Newman	80	7	15	Tuberculosis
4	Marian A. Closson	71	10	20	Pneumonia
4	Howard A. Whitten	32	9	16	Nephritis
4	Charles L. Nichols	68	6	2	Myocarditis
5	Isabella A. Felton	86	1	14	Old age
10	John D. Canty	68	8	3	Pneumonia
11	Eliza J. Howarth	79	3	13	Pneumonia
12	Frances Ella Demars	0	11	26	Pneumonia
14	Janet C. Varney	76	0	0	Hemorrhage
18	James Buckle	77	1	14	Myocarditis
20	John F. Perkins	59	4	29	Phthisis
20	Melvin R. Batchelder	55	5	9	Myelitis
22					
22	Mary E. Loring	86	9	14	Myocarditis
24	Vance E. Davis	3	2	17	Meningitis
28	Mary Helen Norton	21	0	0	Tuberculosis
29	Milbant Antoin'te Beaulieu	0	0	4	Hemophilia
Mar.					
1	Amanda J. Hunt	76	10	22	Hemorrhage
1	Thomas S. Carter	61	2	16	Accident
7	Roy M. Dole	27	3	25	Tuberculosis
7	William A. Hunter	83	3	16	Myocarditis
12	Emily M. Porter	81	11	5	Endocarditis
15	Ida E. Porter	74	6	11	Heart disease
16	Sylvia B. Carter	78	6	16	Hemorrhage
19					
20	Kate B. Metcalf	79	7	2	Myocarditis

## DEATHS REGISTERED IN TOWN OF READING FOR YEAR 1920

Date	Name	Y	M	D	Cause of Death
Mar.					
23	Jennie E. Lee	59	4	11	Pneumonia
24	Augusta A. Cook	69	8	24	Nephritis
26	Abbie Stinchfield	46	0	0	Volvulus of Intestine
28	William A. Allen	81	1	16	Arterio Sclerosis
Apr.					
2	Dorothy Quint	6	11	1	Automobile accident
3	Daniel W. Berry	74	6	11	Apoplexy
6	John F. Sullivan	12	4	23	R. R. Accident
16	William Liddell	75	1	23	Arterio Sclerosis
17	Edward L. Howard	59	5	0	Hemorrhage
17					
29	Carrie F. Gleason	67	10	0	Diabetes
May					
7	Mary E. Stevens	74	10	14	Heart Disease
13	James F. Arsenaunt	2	2	10	Meningitis
16	Henrietta Littlefield	66	10	17	Diabetes
22	Paulina Herbolzheimer	60	2	24	Heart Disease
22	Henry Cook	85	2	7	Arterio Sclerosis
24	Catherine Mellen	62	5	26	Myocarditis
30	Nelson F. Long	14	10	13	Diabetes
June					
3	Lawrence Duley	84	11	30	Pneumonia
10	Harry W. Herbolzheimer	0	0	27	Hemophilia
12	Dana B. Godfrey	9	5	11	Diphtheria
22					
23					
24	Ellena Ruth Riley	24	4	13	Tuberculosis
27	Virginia Mae Chesley	3	3	18	Dilation of heart
29	Nellie Francis Downing	63	9	11	Phlebitis
29	Charles McNulty	1	1	17	Tuberculosis
July					
3	Birdie E. A. Johnson	49	0	0	Pneumonia
3	George Cole	94	6	5	"
3	James R. McKay	90	9	5	"
5	Charles Myers	83	0	0	Myocarditis
24	Margaret C. Kirby	64	0	0	Sarcoma
25	Emma H. Clements	47	10	5	Heart Disease

## DEATHS REGISTERED IN TOWN OF READING FOR YEAR 1920

Date	Name	Y	M	D	Cause of Death
Aug.					
3	Thomas Dulong	47	5	26	Phthisis
12	Alfred Johnson	83	0	8	Arterio Sclerosis
18	George W. Parker	62	6	12	Apoplexy
18					
19	Rosana Simonds Porter	77	8	3	Old Age
26	Dominick Doucette	78	0	0	Myocarditis
27	Betsey E. Allen	82	1	23	Hemorrhage
28	Mary Buttimer	0	4	18	Pertussis
29	Robert W. Morton	8	2	18	Infantile Paralysis
29	Charles Henry McIntire	73	2	30	Arterio Sclerosis
31					
Sept.					
4	Emma J. Wright	72	9	24	Diabetes
5	Alfreda Stacy	4	3	0	Meningitis
6	Herbert P. Cheever	75	5	12	Heart Disease
17	Madeline E. Hinds	14	10	28	Poliomyelitis
19	Mary E. Sidelinker	75	8	20	Nephritis
20	Joseph A. Stockbridge	74	0	15	Gastric Ulcer
21	Sidney E. Streeter	1	1	29	Pyelitis
25	Ralph E. Avery	1	1	22	Brain Abscess
29	Judith Perry	80	9	0	Myocarditis
Oct.					
2	George L. Putnam	75	11	22	Septicemia
3	Daisy Ardell Nichols Chase	45	6	9	Hemorrhage
3	Albert Harold Kenney	38	3	25	Automobile Accident
6	John Hurley	87	7	21	Nephritis
10	Charles H. Nowell	76	11	25	Hemorrhage
13	Francis H. Dewey	70	7	5	Heart Disease
22	Lavinia M. Swett	66	9	8	Carcinoma
23	Leonard Smith	0	8	29	Gastro Enteritis
25	Ida May Hardy	48	8	29	Carcinoma
26	Charles A. Buttrick	53	6	27	"
Nov.					
1	Solon Bancroft	81	3	9	"
2	Jason W. Zwicker	53	4	7	Heart Disease
14	Abbie M. Barker	82	5	28	Myocarditis
15	Alfred J. Muse	48	0	0	Pneumonia
23	Winthrop N. Burgess	37	7	29	Heart Disease
27	Jean B. Carleton	47	8	3	Carcinoma

## DEATHS REGISTERED IN TOWN OF READING FOR YEAR 1920

Date	Name	Y M D	Cause of Death
Dec.			
1	George H. Bancroft	43 10 21	Heart Disease
2	Albert P. Dane	77 9 8	Nephritis
4	Betsey R. Bancroft	80 8 24	Myocarditis
5	Lorette S. Foster	55 0 19	Tuberculosis
9	James Robertson	65 8 26	Dilation of Heart
10	Ernestine Michelini	52 0 27	Hemorrhage
15	Juliet F. Martin	83 6 13	Myocarditis
16	Eliza J. Noyes	81 4 18	Heart Disease
17	Henrietta Cook Doby	66 11 21	Tuberculosis
18	Duncan McLean	71 8 9	Heart Disease
30	Ruth E. White	1 0 5	Nephritis



## REPORT OF BOARD OF SELECTMEN

---

TO THE CITIZENS OF READING:

We submit herewith our annual report for the year ending December 31, 1920.

### HIGHWAYS

For several years the highway situation has been the most important question confronting the town. The condition of our streets is so well known and has been so generally discussed that any comments in this report should be needless. The vexatious problems and obstacles met with in highway maintenance have been called to the attention of the citizens by previous Boards in their reports and in the year 1876 the Road Commissioners stated in their report:

"Owing to the scarcity of good material for roads, especially in the vicinity of the village, the cost of repairs is much more than it otherwise would be."

During the years 1913 and 1914 approximately eight miles of gas mains and a large number of house connections were laid in the principal streets. Since then there have been six hundred eighty-eight (688) permits granted for additional house connections. This work necessarily destroyed the surface of the streets, placing an additional burden on the highway department.

At about this time a comprehensive plan for rebuilding highways was being considered, but it was finally deemed inadvisable by all concerned to macadamize or make permanent repairs in any of the principal streets on account of the installation of sewers, a matter of vital importance which had been receiving the attention of committees and other interested parties for some time and which would soon be a reality.

Even at this writing and not considering the financial program involved, sewers are still blocking the way for road building.

It should be stated here that the foregoing or any statements following must not be considered as a criticism of the Sewer Commissioners. We are calling attention to existing conditions which in no way could have been prevented.

Sewer construction, including both mains and house connections, has been completed in the Square, Haven and Woburn streets only.

The proposed work of macadamizing Prescott and Prospect Streets, Middlesex Avenue and Hill Crest Road, and included in the budgets of 1919 and 1920, was not undertaken as sewer construction is not completed, bearing in mind that house connections in addition

to the mains must be laid before permanent construction of streets can be attempted. Even should house connections be laid in 1921 in streets where mains have already been installed, it would be inadvisable to rebuild the road before 1922, as they would not be settled.

This town is confronted with a tremendous problem in placing its highways in keeping with the demands of the day as can readily be seen by the following.

This Board has consulted with the Division of Highways State Department of Public Works relative to rebuilding the Square, whose engineers have taken soundings, cared for details and supervised the making of plans and have furnished estimates for different schemes.

There are approximately in the Square and approaches thereto fourteen thousand two hundred (14,200) square yards. Estimated expense for concrete or bituminous macadam is three dollars and fifty cents (\$3.50) per square yard, add three dollars (\$3.00) per square yard for drainage, grading, incidental and other improvements and by this sum multiply the total area stated above, equals a total estimated expense of ninety-two thousand three hundred dollars (\$92,300). This amount can be reduced by confining the construction to the centre and reducing the work on the approaches. A proportion of this expense is properly chargeable to the Street Railway Company.

Should the Town decide to raise and appropriate a stated amount for these improvements, steps will then be taken and every effort made to obtain assistance from both the State and County.

As stated above all sewer construction work in Woburn Street has been completed and therefore this street should be rebuilt at once, dividing the work into three sections, viz.: Lowell St. to railroad crossing; thence to Summer Avenue; and thence to West Street; issuing plans and specifications, and calling for bids, therefore doing the work by contract. The Superintendent of Streets would then have the road equipment available for maintenance work, which is demanding immediate and constant attention and he could personally inspect all work being done by contract. The services of the engineers from the Division of Highways would also be available.

It is a fact that the present town forces under the direction of the Superintendent of Streets, with present equipment, can build road at a much less expense than by contract, but with a large amount of construction work to be accomplished we still believe that large construction projects should be done by contract; as for the Town to undertake this work would necessitate an outlay of several thousands of dollars for additional equipment, which would not be required in service when construction was completed.

With the present force and equipment of the Highway Department giving its attention to road building, road repairs necessarily

suffer and when it is considered there is a total of fifty miles of streets requiring attention, it can readily be seen that the maintenance alone of highways is a big problem.

With the exception of the streets surfaced this year, there is not a street in town that does not need surfacing. The necessary work can not be financed out of the tax levy or even by bond issues, without raising the tax rate to a staggering height. This Board is of the opinion that the only solution is to imitate the practice of many other communities and to assess a large part or all of the cost upon the abutters, whose property is always increased in sale value by a new street surface in front of it. As a new surface is now needed in front of almost every piece of property in town, this method would be much fairer than the present practice of taxing citizens all over town to build a surface on any single street.

In 1914 there were fifty-two (52) catch basins and at the present time a total of one hundred seventy (170), fourteen (14) of which were built this year with eight hundred ninety-eight (898) feet of outlet pipe, making the total of outlet pipe sixteen thousand three hundred (16,300) feet now in service.

There are approximately twenty-six thousand (26,000) feet main ditch necessary to be cleaned, six thousand thirty-two (6032) feet of which were cleaned this year at an expense of about forty-five hundred dollars (\$4500.)

Here it should be stated that provisions for the cleaning of all drainage ditch will be made in the budget for next year as this expense should not be taken from highway maintenance appropriations.

There are sixty-five (65) obsolete stone culverts in various parts of the town which should be rebuilt in accordance with modern methods to meet present requirements.

During the year twenty-four (24) miles of street, averaging eighteen (18) feet in width have been scarified, reshaped and rolled; under maintenance charges.

There have been constructed ninety-six hundred seventy-two (9672) square yards tar macadam on High, Washington and Ash Streets.

For the detail of the work performed by the Highway Department, the citizens are respectfully referred to the report of the Superintendent of Streets.

#### LOWELL STREET BRIDGE

In 1915 the Board of Selectmen petitioned the County Commissioners for the relocation and the rebuilding of the Lowell Street bridge. The Commissioners ordered the Boston and Maine R. R. to rebuild the bridge. The Railroad appealed to the Supreme Court. Since then the case has been awaiting trial, the delay being on the part of the attorney for the County Commissioners.

Throughout the year this Board and the Town Counsel have used every possible effort to urge the Commissioners and their attorney to push the case. Beyond that this Board could do nothing except repair the roadway near the bridge. This was done seven times during the year.

Finally, after several accidents had demonstrated that the bridge could no longer be kept open with safety to the travelling public, this Board on November 16, 1920, closed the bridge. Since then the answer of the County Commissioners has been filed in Court and the demurrer of the Railroad has been heard. The case has thus been advanced further in two months since the bridge was closed than it had been advanced in the preceding five years.

### GUIDE POSTS

Guide Posts or suitable substitutes are maintained at the following locations:

Corner Walnut Street and South Street.

- " Walnut Street and Summer Avenue.
- " Main Street and Summer Avenue.
- " Woburn Street and Summer Avenue.
- " West Street and Summer Avenue.
- " West Street and Woburn Street.
- " Lowell Street and Willow Street (2).
- " Lowell Street and High Street.
- " Lowell Street and Middlesex Avenue.
- " Grove Street and Franklin Street.
- " Main Street and Franklin Street.
- " Mill Street and Short Street.
- " Franklin Street and Haverhill Street.
- " Charles Street and Haverhill Street.
- " Haverhill Street and Bay State Road.
- " Bay State Road and Salem Street.
- " Charles Street and Pearl Street.
- " Charles Street and Main Street.
- " Main Street and Pearl Street.
- " Main Street and Salem Street.
- " Salem Street and Lowell Street.
- " Woburn Street and Lowell Street (2).
- " Salem Street and Harnden Street.
- " Main Street and Pleasant Street.
- " Pleasant Street and Parker Street.
- " Haven Street and Village Street.
- " Haven Street and Ash Street.
- " Main Street and Ash Street.
- " Middlesex Avenue and High Street.

Main Street on the Common.

Harnden Street near Pleasant Street.



## POLICE DEPARTMENT

Patrick J. Long was appointed a regular patrolman adding one additional officer to the force.. This action by the Board being deemed imperative.

This department has been efficiently directed and its members have performed their duties in a manner to gain the confidence and respect of the citizens.

The large number of cases disposed of are given in detail in the report of the Chief of Police.

## FIRE DEPARTMENT

This department continued to perform its usual excellent work throughout the year.

Capt. Luke McKenney, after serving the Town faithfully for thirty-two (32) years, handed his resignation to this Board, taking effect December 15th. His action was caused by ill-health.

Frank L. McKenney was appointed to the permanent force, Hugh Eames being promoted to a captaincy and John J. O'Brien appointed lieutenant.

A new policy was initiated in purchasing all coal for the department in the summer at a substantial financial saving to the Town.

## MOTH DEPARTMENT

This department continues to be ably managed by its superintendent and to the satisfaction of the State Department having supervision over this important work.

## FINANCES

There has been a net increase in the Town Debt for the fiscal year of \$37,000.00.

Notes and Bonds paid in 1920 .....	\$53,000.00
Loans made in 1920:	

Municipal Light .....	\$20,000.00	
Sewer Connections .....	5,000.00	
Sewer Construction .....	65,000.00	\$90,000.00

Net Increase .....		\$37,000.00
--------------------	--	-------------

Town Debt, Dec. 31, 1919 .....	\$506,200.00	
Town Debt, Dec. 31, 1920 .....	543,200.00	\$37,000.00

The amount necessary to raise by taxation for notes and bonds maturing in 1921 is \$27,200.00, an increase of \$2,000.00.

Maturing in 1921 .....	\$51,500.00
------------------------	-------------

Less amounts to be paid:

Water Department .....	\$ 5,000.00	
Municipal Light Department .....	19,300.00	24,300.00

---

\$27,200.00



Amount raised in 1920 .....	\$25,200.00
Amount to be raised in 1921 .....	27,200.00
Increase .....	\$ 2,000.00
The amount of revenue estimated in 1920 to apply on the Tax Levy was .....	\$49,059.53
The amount received was .....	\$60,471.75

#### TAX COLLECTIONS

Total amount of the Commitment to the Tax Collector in 1919 and 1920 is as follows:

	1919	1920
Town Purposes .....	\$245,262.34	\$290,129.62
State and County Taxes .....	46,027.42	51,185.88
Total .....	\$291,289.76	\$341,315.50
Less estimated income .....	47,343.20	48,559.52
Total Commitment .....	\$243,946.56	\$292,755.97
Increase over 1919 .....		48,809.41
Valuation .....	\$8,164,234.00	\$9,196,445.00
		8,164,234.00
Increase .....		\$1,032,211.00

At this time the Board is of the opinion it should give the matter of its recommendations further time for consideration and study.

The general financial situation does not warrant expenditures except in cases of absolute necessity and it is deemed advisable to consult with the Finance Committee before going too deeply into improvements or additions in any department.

The year has been one of unusual activity, the work in this office demanding constant attention. Many questions of importance and a few of grave concern have been brought to the attention of this Board which has tried to do its best in disposing of them in a manner to warrant the approval of the citizens.

#### CONCLUSION

For advice cheerfully given and the assistance rendered by officials and others in the various departments at the State House this Board is grateful.

The courtesy of officers and members of all Town Departments is acknowledged and the cooperation of the employees is appreciated.

OTIS B. RUGGLES  
CHARLES P. HOWARD  
WILLIAM S. KINSLEY

Selectmen of Reading.

## TOWN OF READING

---

Population 1920 Census—7424.

Registered voters—3267; men, 1780; women, 1487.

5th Congressional District.

7th Middlesex Senatorial District.

6th Councillor District.

18th Middlesex Representative District.

### List of Jurors

Allen, Gorden H., clerk	Kingman, Leland W., insurance
Bacon, Jordan H., farmer	Lane, Melvin C., clerk
Bailey, Walter J., machinist	Loring, John A., clerk
Bancroft, Elmer P., shoemaker	Lehan, Bartholomew J., real estate
Bent, Leon J., salesman	Lumsden, Blinn W., clerk
Berle, Theo. P., insurance	MacAllister, Wm. J., plumber
Blethen, Henry S., clerk	MacLeod, August C., clerk
Bond, Joseph J., retired	Marshall, John H., real estate
Boyd, John H., retired	Martin, Frank H., retired
Brackett, Herbert A., merchant	Meagher, Michael J., treasurer
Bronson, Fred'k E., optometrist	Melendy, Chas. H., garage man
Brown, Edward A., clerk	Moody, Wellman J., farmer
Burgess, Pearl M., merchant	Morse, Donald H., clerk
Bussell, John H., superintendent	Pheney, Stephen L., photographer
Carfrey, Jacob H., salesman	Poock, Henry R., shipper
Carpenter, Albert E. C., salesman	Pratt, Lester K., merchant
Carter, Joseph W., salesman	Quigley, Harvey A., painter
Charles, Warren F., clerk	Quinlan, John J., clerk
Clapp, Ernest A., carpenter	Quinlan, Joseph F., clerk
Clarkson, George, moulder	Remick, Nelson, merchant
Cook, Guy B., clerk	Richardson, J. Fred, merchant
Copeland, Arthur C., retired	Roberts, Herbert H., salesman
Corrigan, John F., rubber worker	Roberts, John Alex'der, machinist
Crocker, Harvey S., salesman	Roberts, James W., retired
Crooker, Elmer P., salesman	Roundy, Elwin J., contractor
Crooker, Elmer P. Jr., salesman	Rugg, Edward H., salesman
Dill, Seward E., salesman	Stanton, Patrick, mill hand
Dodge, John L., contractor	Stevens, Eugene, clerk
Doughty, Chas. F., clerk	Stevens, Frank W., Advert. agent
Fairclough, Wm. T., civil engineer	Stevens, Melvin L., clerk
Fife, Truesdale C., plumber	Temple, Arthur W., real estate

Flint, Geo. L., carpenter	Thorn, Fred J., shipper
French, Clarence J., salesman	Thornton, Patrick, mill hand
French, Edward L., carpenter	Thistle, Fred C., merchant
Gaw, Stanley A., St. Ry. conductor	Tipper, Thomas A., clerk
Glover, Alexander P., salesman	Wadsworth, Geo. F., Jr., clerk
Hall, Everett H., merchant	Wadsworth, Stephen F., clerk
Harkness, Chas. B., merchant	Wales, Wm. C., salesman
Hartshorn, Benj. M., clerk	Wall, Edward T., rubber worker
Howard, Herbert B., retired	Willis, Wm. H., druggist
Hunt, Herbert W., salesman	Winship, Arthur G., clerk

## REPORT OF THE PLANNING BOARD

---

The Planning Board respectfully submits to the Town its Fifth Annual Report, covering the year ending December 31, 1920.

Acting as a special committee to determine the advisability of erecting a municipal garage, the Planning Board went into the matter of costs and accommodations very exhaustively and finally concluded that the cost of erecting a suitable building is prohibitive under the present conditions. The Committee, therefore, recommended to the Town at a special Town Meeting, held May 17, 1920, that no action be taken, which recommendation was adopted by the Town.

At the Annual Town Meeting, the Board of Selectmen and the Planning Board were appointed a joint committee to consider the matter of paving Reading Square. A careful and exhaustive study was made by the Joint Committee, covering a period of several months. As the cost of putting in a suitable paving, under present conditions, is very great, no definite action was taken by the Committee.

Mr. Raymond B. Temple resigned as a member of the Board in October, and the vacancy was filled by the election of Mr. Amos M. McLean.

Having in mind the greatly increased automobile traffic during the past few years and the consequent congestion and danger caused by narrow streets and blind corners, and also with a view of ultimately increasing the attractiveness in the appearance of our town, which should be one of the most desirable places of residence in eastern Massachusetts, the Board recommends that at the coming Town Meeting the Town accept the Act Relating to the Establishment of a Building Line.

Respectfully submitted.

CHESTER J. WALLACE, Ch'm'n

HENRY Q. MILLETT, Sec'y

CLARENCE C. WHITE

AMOS M. McLEAN

LEONE F. QUIMBY

## REPORT OF COLLECTOR OF TAXES

---

Reading, Mass., Jan. 14, 1921.

TO THE HONORABLE BOARD OF SELECTMEN, READING, MASS.

DEAR SIRs:

Attached I hand you my report for the year 1920. In connection, I desire to say, that since closing the books for the year, the amount shown as outstanding on the 1917 warrant has been paid and the account settled in full.

The amount shown as outstanding on the 1918 warrant, viz.: \$700.06, has been reduced to \$181.26.

The 1919 and 1920 general warrants show just about the usual percentage outstanding.

The special Poll Tax warrant, amounting to a total of \$9,545.00, shows an uncollected amount of \$225.00, of which, \$45.00 has been allowed to Spanish War Veterans, to be refunded by the State when the proper legislation has been enacted, \$110.00 to be abated by Assessors, on account of errors and exemptions, leaving actual net amount uncollected, as \$70.00 or less than one per cent.

Yours very truly,

H. M. VIALl, Collector of Taxes.



## H. M. VIAL, COLLECTOR

	Dr.
Amount uncollected, Dec. 31, 1919, account 1917 Tax ...	\$ 626.78
" Interest collected, 1919, account 1918 Tax ....	18.68
" uncollected, Dec. 31, 1919, account 1918 Taxes .	18,290.08
" interest collected .....	1,719.14
" uncollected, Dec. 31, 1919, account 1919 Tax ...	79,745.30
" interest collected .....	1,805.88
" Poll tax warraht, June 14, 1920 .....	9,505.00
" Poll tax warrant, Dec. 20, 1920 .....	40.00
" General tax warrant, Aug. 31, 1920 .....	284,533.21
" General tax warrant, Dec. 20, 1920 .....	580.58
" interest collected .....	178.35
" costs and charges .....	483.25
" account sale of unredeemed property .....	182.37
" received account redemption of property .....	59.58
" received account property taken in error .....	10.10
" received account paid after abatement .....	2.21
" tax certificates .....	2.00

---

 \$397,782.51

## IN ACCOUNT WITH TOWN OF READING

	Cr.
Amount paid Treasurer, account 1917 Tax .....	\$ 178.69
“ abated, account 1917 Tax .....	256.77
“ uncollected, account 1917 Tax .....	210.00
“ paid Treasurer, account 1918 Tax .....	18,886.06
“ abated, account 1918 Tax .....	423.10
“ uncollected, account 1918 Taxes .....	700.06
“ paid Treasurer, account 1919 Taxes .....	62,268.09
“ abated, account 1919 Tax .....	414.67
“ uncollected, account 1919 Tax .....	18,868.42
“ paid Treasurer, account 1920 Tax .....	210,885.43
“ abated, account 1920 Tax .....	665.09
“ uncollected, account 1919 Tax .....	83,296.62
“ paid Treasurer, account costs and charges.....	483.25
“ paid Treasurer, account sale of unredeemed property .....	182.37
“ paid Treasurer, account redemption of property	59.58
“ paid Treasurer, account refund, property taken in error .....	10.10
“ paid Treasurer, account paid after abatement	2.21
“ paid Treasurer, account tax certificates .....	2.00
	\$397,782.51

H. M. VIALI, Collector of Taxes.

Reading, Mass., Dec. 31, 1920.

Approved: H. E. PRYOR, Examiner.

## REPORT OF CHIEF OF POLICE

---

TO THE HONORABLE BOARD OF SELECTMEN:

GENTLEMEN:

I herewith submit to your Honorable Board the report of the Police Department for the year ending December 31, 1920.

### ARRESTS FOR YEAR 1920

Total number of arrests .....	129
Males .....	124
Females .....	5
Residents .....	42
Non-Residents .....	87
American born .....	99
Foreign born .....	30
Adults .....	110
Minors .....	19

### CAUSES OF ARREST

Suspicious Persons .....	5
Assaults .....	9
Drunks .....	21
Non-support .....	3
Violating Auto Law .....	48
Disturbing Peace .....	5
Larceny .....	1
Escaped from institutions .....	2
Breaking and entering .....	2
Arrests for out-of-town officers .....	4
Violating Town By-Law .....	1
Delinquent children .....	1
Tramps .....	2
Capias .....	1
Driving auto while under influence of liquor .....	8
Forgery .....	1
Insane .....	4
Stubborn child .....	1
Abduction minor children .....	1
Reckless driving .....	1
Deserter Army .....	1
Arson .....	1

## DISPOSITION OF CASES IN COURT

Fined .....	59
Released .....	3
Turned over to out-of-town officers .....	10
Placed on file .....	21
Probation .....	1
Cases continued .....	15
Insane Hospital, Danvers .....	5
House of Correction .....	2
State Hospital Tewksbury .....	2
Appealed cases .....	1
Suspended .....	1
Held for Grand Jury .....	2
Dismissed for want of prosecution .....	1
Discharged .....	3
School for Girls at Lancaster .....	1
State Farm .....	1
Fines suspended .....	1
<b>Total .....</b>	<b>129</b>

## AMOUNT OF FINES IMPOSED BY THE COURT

23 at \$5.00 each .....	\$115.00
22 at 10.00 each .....	220.00
3 at 15.00 each .....	45.00
1 at 20.00 each .....	20.00
3 at 25.00 each .....	75.00
2 at 30.00 each .....	60.00
4 at 50.00 each .....	200.00
1 at 100.00 each .....	100.00
<b>Total .....</b>	<b>\$835.00</b>

## MISCELLANEOUS

Cases investigated .....	157
Disturbances quelled .....	5
Buildings found open and secured .....	67
Children lost and taken home .....	5
Dead bodies taken care of .....	3
Windows found unlocked .....	3
Dogs killed .....	22
Wires found down and reported .....	3
Accidents reported and investigated .....	98
Lanterns in dangerous places .....	3
Defective sidewalks and streets reported .....	6

Residences temporarily vacated and police protection requested	13
Search warrants served .....	2
Electric Street Lights out and reported .....	10
Fire alarms given by police .....	4
Gas tanks found open .....	1

#### DAMAGE TO PROPERTY AND RESTITUTION MADE WITHOUT COURT PROCEEDINGS

Collected by Chief of Police .....	\$110.90
Paid over to owners whose property was damaged .....	\$110.90
(Receipts for same in my possession)	

I would at this time recommend a larger automobile as the Ford car is too small when there is hospital work to be done, as we have taken seventeen (17) cases this year to Melrose and Winchester Hospitals and taken injured people to Doctors' offices; there having been ninety-eight (98) accidents this year, which seems too many for our Town.

The Department installed two (2) additional police boxes: one corner of Woburn and Summer Avenue and the other at the Playground, Salem Street.

Special Officer Patrick J. Long has been put on the Regular Force.

#### ROSTER

##### CHIEF

Jeremiah Cullinane

##### PATROLMEN

Oscar H. Low

William F. O'Brien

Timothy J. Cullinane

Francis T. Slack

Patrick J. Long

##### SPECIAL OFFICERS

William H. Manning

Morton Skidmore

William Pierpont

William Killam

Clement Gleason

Frank F. Strout

Joseph Shaw

James C. Nichols

#### CONCLUSION

I desire at this time to thank the Honorable Board of Selectmen, the Judges and Clerks of our Court, our Local Press, and all others who assisted in any way in promoting the welfare of this department; also all members of the force for what they have done.

Respectfully yours,

JEREMIAH CULLINANE, Chief of Police.

Reading, January 1, 1921.



## REPORT OF INSPECTOR OF WIRES

---

TO THE HONORABLE BOARD OF SELECTMEN:  
GENTLEMEN:

I respectfully submit herewith my report as Inspector of Wires for the year ending December 31, 1920.

### INTERIOR WIRING FOR LIGHT AND POWER

Number of new buildings wired .....	17
Number of old buildings wired .....	98
Number of buildings re-wired, or in which additional wiring has been installed .....	71
Number of inspection notices received .....	167
Number of inspections made .....	311
Of the new buildings wired, 12 were dwellings and 5 garages	
Number of lamp sockets connected to new wiring .....	1935
Number of ranges .....	21
Number of motors .....	20
H. P. of motors .....	247½

In connection with a request for a lower rate for fire insurance, the New England Insurance Exchange sent their inspector, Mr. Joseph Couilliard, to inspect the electric wiring in the business section of the Town and report any defects which needed attention.

At his request I accompanied him and noted the changes and repairs which he reported to the Exchange. I have written to each of the property owners advising them of the changes to be made in order that the wiring may meet with insurance requirements.

The 1920 edition of the National Electrical Code contains many changes in the rules governing the installation of electric wiring, and these changes were explained in detail at a meeting of the Eastern Massachusetts Section, National Association of Municipal Inspectors which was held in Boston on December first. One of the most important changes in the code is that governing the installation of the service switch and service fuses. In all new installations both must be enclosed in an approved box or cabinet.

I also wish to call attention to the fact that all Radio Signalling apparatus should be inspected before being connected to the source of current supply, as there are special rules governing this apparatus.

Garages also are covered by a special rule, and switches and cutouts must be enclosed in an approved cabinet. The Inspector will be glad to advise anyone in regard to the insurance requirements.

## OVERHEAD WIRES IN THE PUBLIC STREETS

During the past year defective poles have been replaced by the Municipal Light Department on the following streets: Ash, Barrett, Charles, Eaton, Green, Haven, High, Hopkins, Haverhill, Linden, Locust, Mill, Main, Oak, Prospect, Summer Ave., Washington, Walnut, West and Woburn Streets.

Some defective wire has also been renewed.

The poles, feeders and trolley wires of the Street Railway Company, on the streets or parts of streets where the service has been discontinued, should be removed, provided they are not needed in connection with the operation of the system now in use, and service on these streets is not to be restored in the near future.

Respectfully submitted,

ARTHUR G. SIAS, Inspector of Wires.

Reading, Mass., Jan. 10, 1921.

## REPORT OF SEALER OF WEIGHTS AND MEASURES

TO THE HONORABLE BOARD OF SELECTMEN:  
GENTLEMEN:

I herewith present my annual report for the year 1920.

The close of this year finds all of the scales, weights and measures used in Trade in the Town of Reading either sealed or condemned as required by the statutes of the Commonwealth of Massachusetts.

The number of the same sealed has shown an increase over that of last year, due to the establishment of several new stores in town and also to the installation of several new gasoline-pumps. These same pumps have required a great amount of extra time and labor that they might be kept within the requirements of the law.

The matter of inspecting and reweighing such household commodities as flour, sugar, bread, meats, fruits and vegetables as put in the stores for sale was given considerable attention. In very few cases were the weights found to be incorrect.

Several loads of coal in transit and also in paper bags were reweighed and found to be correct. Ice, which is always the object of considerable criticism was also given its share of attention.

In summing up the total amount of work completed for the year, I can report a most satisfactory year for this department, both from the work completed and conditions as they were found in the various stores.

The receipts for the department were \$65.57 for sealing fees and \$5.80 for adjusting-fees; making a total of \$71.37 for the year.

CARL MANNING SMITH,

Sealer of Weights and Measures.

SCALES, WEIGHTS AND MEASURES, SEALED, ADJUSTED OR CONDEMNED  
Dec. 1, 1919 to Nov. 30, 1920, inclusive

1. Scales:—	Sealed	Adjusted	Condemned
Capacity over 5,000 lbs. ....	3	1	
Capacity 100 to 5,000 lbs. ....	53	34	2
Counter .....	42	20	1
Spring .....	31	4	1
Computing .....	32	22	2
Dry .....	4		

Personal Weighing .....	3		
Prescription .....	2	1	
2. Weights:—			
Avoirdupois .....	363	8	8
Apothecary .....	47		
3. Automatic Liquid Measuring De-			
vices:—			
Gasoline .....	22	10	4
4. Capacity Measures:—			
Liquid .....	89		2
5. Linear Measures:—			
Yard Stick .....	14		
6. Baskets:—			
Fruit .....	12		
Total .....	<u>717</u>	<u>100</u>	<u>20</u>

## TRIAL WEIGHINGS AND MEASUREMENTS OF COMMODITIES

## Sold or Put up for Sale

Commodity:—	Total No. Tested	No. Correct	Incorrect	
			Under	Over
Coal (in transit) .....	5	4		1
Wood (cords) .....	1		1	
Grains and Feed .....	12	12		
Flour .....	19	12	6	1
Butter .....	56	53	1	2
Dry Commodities .....	125	107	9	9
Liquid Commodities .....	8	8		
Fruits and Vegetables .....	57	38	3	16
Meats and Provisions .....	23	22	1	
Bread .....	23	12	9	2
Gasoline .....	33	9	9	15
Total .....	<u>362</u>	<u>277</u>	<u>39</u>	<u>46</u>

## REWEIGHINGS OF COAL IN TRANSIT

No. lbs. in load as shown by weigh- ing certificates	No. lbs. in load as shown by sealers weighing	Over Lbs.	Under Lbs.
2050	2050		
1875	1875		
2000	2000		
1500	1505	5	

## REPORT OF VISITOR

---

To the Overseers of the Poor, I hereby submit the following report:

The work of the visitor began June 21, 1920. Calls were made on 27 families, practical assistance given when possible, and grocery orders approved. About 160 calls were made during the past six months, not including calls made for special reasons, such as investigation as to a suitable home for children from the Children's Mission, Boston, and an inquiry from the Boston American as to aid of a family. Last summer children were taken to the Forsythe Dental Infirmary, and Boston Dispensary for treatment, and later the notice of the school nurse was called to children needing attention. In a few cases clothing was found for children so that they were able to attend school. The relatives of families were interviewed and investigation made so that town aid should not be given unless necessary. Quarterly reports of Mother's Aid cases were sent to the State House and a report given to the Department of Education with the addresses of the blind people in Reading. Letters were written to outside organizations, such as the Federated Jewish Charities, in regard to the welfare of families under State care.

The State Visitor and Directors of the Department of Public Welfare in the State House have given advice, and the Visitor appreciates the help and encouragement which the Overseers of Reading have always most kindly given.

Respectfully submitted,

HELEN A. BROWN, Visitor.



## REPORT OF SUPERINTENDENT OF STREETS

---

Reading, Mass., Jan. 1, 1921.

TO THE HONORABLE BOARD OF SELECTMEN:

GENTLEMEN:

I herewith submit to you my annual report of the Highway Department for the year ending December 31, 1920.

As soon as the snow and ice was gone our catch basins were cleaned out, outlets opened and the general routine work attended to. The scarifier was put to work and the whole or part of the following streets were scarified, reshaped with the road machine and rolled:

Grove, Willow, West, Berkeley, King, Fremont, Summer Ave., Hopkins, Walnut, Prescott, Oak, Hill Crest Road, Scotland Rd., Howard, Minot, Linden, Sanborn, Woburn, Reading Sq., Washington, Green, Highland, Hartshorn, Franklin, Mill, Pearl, Haverhill, Pine, Charles, Spring, Pierce, Orange, Belmont, Winter, Manning, Union, and Ash Streets.

We went over approximately two hundred fifty-three thousand six hundred (253,600) square yards of road surface, which is equal to about twenty-four (24) miles of road eighteen (18) feet wide. As this work is only temporary, I would recommend more work of a permanent nature be done, which would require a larger appropriation. This work required until the last of July for its completion.

On August 1st permanent work was started. Sixteen hundred (1600) yards of tar penetration was built on West Street, completing it to the Woburn line, at a cost of \$3,136.41; the State, County and Town paying one third each. Six thousand twelve (6012) square yards of tar macadam was built on High Street at a cost of \$4,681.74; nine hundred (900) square yards of tar macadam on Washington Street costing \$659.57; nine hundred (900) square yards on Ash Street costing \$591.55. The west side of Main Street from the State Road to the Square has been resurfaced—Tarvia was used for a binder. Bancroft Avenue from Lowell Street to Middlesex Avenue has been graded with gravel—all the teaming having been done with our two trucks which are giving excellent results.

Our trucks traveled a distance of ten thousand five hundred fifty-two miles the past year at an operating cost of \$1,488.20 (exclusive of driver).

No. 1 truck, which was used in hauling the road machine, covered a distance of one hundred forty four (144) miles in low gear.

This truck has been in use twenty (20) months. The cost for operating has been as follows:

Gasoline and oil .....	\$ 954.72
Tires .....	522.50
Auto Car Co. (overhauling) .....	69.87
New parts .....	117.37
<hr/>	
Total operating cost .....	\$1,664.46
(Exclusive of driver, insurance and depreciation)	
Number of days worked, 420, cost per day .....	\$3.96
Adding insurance and depreciation per day .....	1.00
Driver per day .....	5.00
<hr/>	
The approximate cost per day .....	\$9.96

Truck No. 2 has been in use eight (8) months, having during that time been used one hundred sixty two (162) days and traveled three thousand nine hundred fifty nine (3959) miles or an average of 24.1 miles per day.

Operating Cost:— Gasoline, Oil and Tires .....	\$510.43
Cost per day .....	\$3.17
Insurance and depreciation .....	1.00
Driver per day .....	5.00
<hr/>	

Total approximate cost (per day as there have been no repairs on this truck) ..... \$9.17

One hundred forty-eight (148) cubic yards of ashes have been taken from the school houses and used in various places.

Fifty-seven (57) ton of coal have been hauled to the Municipal Building and Public Library.

Twelve hundred fifty (1250) ton of stone were crushed at our own crusher and eleven hundred (1100) ton of trap rock was brought from the General Crushed Stone Co.

A new pipe guard rail fence has been built on Woburn Street from Odd Fellows Building to the corner of Sanborn Street. The guard rails on Grove Street and on Middlesex Avenue have been repaired.

Twelve hundred seventy-eight (1278) square yards of old tar concrete sidewalks have been repaired and top-dressed.

## DRAINAGE

Fourteen (14) new catch basins and eight hundred ninety-eight (898) feet of outlet pipe were added this year, viz.:

- 1 on Grove Street.
- 1 on Lowell Street.
- 2 on John Street.
- 3 on High Street.
- 2 on Howard Street.
- 2 on Hill Crest Road.
- 2 on Summer Avenue.
- 1 on North Main Street.

---

14

After completion of the above, we have a total of one hundred seventy (170) basins and approximately sixteen thousand three hundred (16,300) feet of outlet pipe. In addition to which we also have to maintain and keep in repair about twenty-six thousand (26,000) feet of open ditches and six thousand (6,000) feet of covered drain and sixty-five (65) culverts. Six thousand thirty-two (6032) feet of open ditches were cleaned out this year. All catch basins were cleaned at least once and some of them four and five times.

We have had a lot of trouble lately with some of the old stone culverts and I would recommend that they be replaced as fast as possible with more modern ones.

## SNOW AND ICE

The heavy snow-fall of the past winter, together with rain and extreme cold made traffic almost impossible, causing a lot of inconvenience, but no serious damage, the expense of handling the same was the largest in the history of this department.

## DUST NUISANCE

Owing to shortage, price and transportation, it was almost impossible to procure oil for dust-laying. An order was placed for two cars; after much delay one car was received, but the quality was so unsatisfactory that the order for the other car was cancelled.

## NEW EQUIPMENT

No new equipment, excepting a two-ton auto car dump truck, has been purchased this year. All equipment has been overhauled, repaired and is, therefore, now in first-class condition.

## FINANCES

## General Maintenance Expenses:—

Appropriations and receipts .....	\$15,855.26
Pay Roll (including drivers) .....	\$ 8,634.15
Power and Coal .....	400.71
Freight and Express .....	19.77
Maintenance (2 Auto-Cars) .....	1,488.20
Maintenance (Ford Truck) .....	324.09
Telephones .....	57.31
Supplies .....	640.88
Insurance .....	682.50
Kerosene Oil .....	87.36
Miscellaneous .....	564.72
Repairs (Motor Crusher) .....	156.36
Tarvia B .....	319.73
Lumber and Pipe .....	398.21
A. Cefalo (contract) .....	1,500.00
All other expenses .....	474.23
<hr/>	
Total Expenditures .....	\$15,748.22
Balance on hand .....	107.04
<hr/>	
	\$15,855.26

For other financial details I would refer you to the Town Accountant's report.

I wish to again express my appreciation for the help rendered by your Honorable Board and also to the several employees of the Department, all of whom have been with us the past year. They all have shown a very good spirit of cooperation.

Respectfully submitted,

E. H. CROWE,  
Superintendent of Streets.

## REPORT OF TOWN COUNSEL

---

LAW COMMITTEE, READING, MASS.

GENTLEMEN:

I submit herewith my report as Town Counsel for the year 1920.

I have prepared and submitted the usual number of opinions and points of law for all Departments of the Town. This is a matter which would be generally assumed, and perhaps should not be specifically referred to in my annual report.

### IN RE: LOWEL STREET BRIDGE

This matter will undoubtedly be fully set forth in the Selectmen's report, including the steps which they have taken to bring pending matters to a head, and their reasons for closing Lowell Street to public travel. In order to avoid repetition, and in the interest of economy, I will make no further reference to this situation except with regard to litigation.

The public is well informed that the decree of the County Commissioners, ordering repairs at this bridge, has been vacated pending a petition by the railroad to have it set aside. Recent accidents on the bridge and the closing of Lowell St. have resulted in stimulating counsel for the County Commissioners to bring the matter to a head. One hearing has been held already, and a final hearing before a single Justice will undoubtedly be held within a month, and the matter finally disposed of by the Full Bench of the Supreme Court in March. If, for any reason, the matter is not disposed of in March it will have to go over until next Fall.

Two suits, one for personal and one for property damage suffered at the last accident at the bridge, have been brought. There is a chance that these matters can be disposed of favorably by the Town on points of law, but I fear that they will reach a jury with the possibility that a fairly large verdict may be rendered against the town. This undoubtedly will not take place if at all, until some time in 1922.

### OTHER CASES

The Batchelder case for injuries due to alleged negligence of the Moth Department, was settled during the year, by vote of the town.

There is outstanding now against the town a claim of one Carter, for injuries resulting in his death by slipping on the ice on the sidewalk on Main Street in the Square.



The claim of one King for injuries due to falling on the sidewalk on South Main St. was settled by authority from the Law Committee for \$50.00.

Other matters pending are old claims arising out of the failure of the contractor who is constructing the Library, and I expect at any time that these matters may be brought up and this may result in additional expense to the town.

#### CONSOLIDATION OF TOWN DEPARTMENTS

Meetings of the Committee in the above matter were held during the year, and in its behalf I drafted a proposed Act to perfect the purpose authorized at the annual town meeting, and this has been filed in the Legislature and will undoubtedly come up for hearing in the near future.

The other matters with which I have been concerned during the past year, although taking up considerable time, it seems to me have no particular public interest.

Respectfully submitted,

JESSE W. MORTON, Town Counsel.

## REPORT OF SEWER COMMISSIONERS

---

Reading, Mass., January 3, 1921.

### TO THE CITIZENS OF THE TOWN OF READING:

The Board of Sewer Commissioners submit the following report for the fiscal year ending December 31, 1920.

By vote of the Town at the March meeting the Board was authorized to construct additional sewers in certain streets of the Town and the sum of \$60,000 was appropriated to pay cost of constructing a part of such additional sewers.

Bids were advertised calling for the furnishing and delivering of the necessary sewer pipe, manhole covers and frames and the construction work and the contracts were awarded in every case to the lowest bidders. The contract for sewer pipe being awarded to P. N. Sweetser of Reading, that for manhole covers and frames to C. M. White Co., of Boston.

The territory to be sewered this year was divided into two sections, designated as Sections No. 3 and No. 4. The contract for constructing Section No. 3 was awarded to Antony Cefalo, Roslindale, Mass., at unit prices amounting to \$35,442.30. All bids for constructing Section No. 4 were rejected, the Commissioners feeling that prices were higher than the conditions justified. Section No. 4 was re-advertised and contract awarded to Antony Cefalo to the amount of \$30,004.44 which was \$2,512.96 below previous bids for this section.

Sewers to the amount of 15,100 lin. ft. or 2.86 miles were constructed under these two contracts, making a total length of trunk lines and laterals constructed to date of 7.71 miles. In order to keep ahead of the Highway Department with its program for permanent street construction house sewer connections from the centre of streets to sidewalk line were constructed in several streets, a part of this work being done by employees of the Water Department under the supervision of the Sewer Department and the balance done under a contract by Antony Cefalo. House connections to the length of 2,600 feet being so installed.

The Board is well satisfied with the construction work this year, both as regards to progress and quality of work done. Work was completed in September and up to the present time no failures have appeared. In March, 1921, the final inspection will be made and any failures appearing at that time may be repaired either by the Con-

tractor or by the Town, the cost of such repairs, if any, paid from the percentage retained from the Contractors estimates for this purpose.

Our system is now connected with the Metropolitan System at Bear Hill. The Metropolitan system from Bear Hill to its connection with the existing system in Stoneham is also complete with the exception of the temporary pumping station. The State authorities are of the opinion that this station will be completed and pumps installed so that the system may be put in operation by June 30, 1921. This completion depends, however, on the action taken by the Legislature on the bill calling for an appropriation of \$40,000. the amount needed to complete the work at this station, which has been asked for by the Metropolitan Water and Sewer Board.

There are several remaining streets in the centre of the Town and the residential sections where sewers are needed at once, but in view of the fact that but approximately \$30,000 remains of the original \$200,000. which the Town is authorized to borrow outside of its debt limit for construction purposes, it will not be possible to construct any considerable amount of extensions at present. When the present sewers are in operation, there will be approximately \$50,000 available from sewer assessments, which may be used for such extensions as the Town may authorize from time to time.

The Commissioners recommend that the balance of the streets authorized as well as such additional streets as are in need of immediate sanitary facilities, be sewered in 1921 in so far as the \$30,000 will go and also that all house connections be laid wherever sewers are constructed in order that full advantage can be taken of the system as soon as the State connection is in operation.

Schedule of streets in which sewers were constructed in 1920:

Street	From	To	Length
Arlington	Prescott	Woburn	400
Berkeley	Woburn	King	1256
Fremont	Prospect	Berkeley	456
High	Haven	Woburn	488
Harnden	Salem	Reading Square	559
Hillcrest Road	Prescott	Howard	452
Howard	Hilcrest Road	Sigsbee	810
Interceptor	Mt. Vernon	Kingston	205
Kingston	Interceptor	Middlesex	719
Lincoln	Prescott	Woburn	573
Linden	Woburn	Mt. Vernon	159
Middle	Union	Pleasant	314
Middlesex Ave.	Kingston	Beyond Deering	1112
Mt. Vernon	Linden	Interceptor	230

Prescott	Perkins	Westerly	374
Salem	Harrison	Main	1005
Sanborn	Woburn	Northerly	341
Sanborn	Woburn	Southerly	375
Summer Ave.	Woburn	King	1230
Union	Harnden	Middle	304
Washington	Prescott	Woburn	425
Woburn	Manhole	Beyond Sanborn	350
Woburn	Linden	Chute	699
Woburn	High	Chute	282
Woburn	Lincoln	Temple	917
Woburn	Temple	Pratt	450
Woburn	Prospect	Beyond Berkeley	615
			<hr/>
			15100

Streets in which the construction of sewers were authorized, but in which no work was done, or only partially done:

John	Salem	Pleasant
Howard	Sigsbee	West
Washington	Lincoln	Prescott
Temple	Woburn	Summer Ave.
Minot	Washington	Park
Warren Ave.	Maple	Minot
Maple	Centre	Warren Ave.
Main	Park	Ash
Park Ave.	Main	End
Gould	Haven	Ash
Centre Ave.	Maple	Minot
Green	Main	Village

Schedule of streets in which house connections are constructed:

South Main St.  
Salem St.  
Harnden St.  
Woburn St.  
Lincoln St.  
Haven St.  
Washington St.  
Howard St.  
Pleasant St.  
Hillcrest Road.

The financial statement of the Department is as follows:

Bond issue for sewer construction .....	\$65,000.00	
Unexpended balance of appropriation for		
house connections .....	4,466.75	
	<hr/>	\$69,466.75

#### EXPENDITURES

Annie M. Brown, right of way .....	\$ 50.00	
B. M. R. R., care of tracks and traffic a-c		
crossings of right of way .....	1,231.27	
A. Michilini, house connection .....	90.75	
Bruno & Petite, balance cost of Brook St.,		
repairs .....	4,725.36	
Advertising bids for sewer construction .....	87.85	
P. N. Sweetser, storage of pipe .....	225.00	
P. N. Sweetser, G. K. joint compound .....	84.12	
P. N. Sweetser, sewer pipe .....	2,112.38	
P. N. Sweetser, unloading sewer pipe .....	38.67	
Antony Cefelo, sewer construction .....	47,347.23	
Antony Cefelo, house connections .....	3,940.80	
C. M. White Co., manhole frames and covers	1,795.20	
Adams & Co., gauze .....	8.75	
Wendall, Bancroft & Co., laths .....	7.20	
Chas. R. Gow, services .....	150.00	
Reading Water Works, raising water pipe	99.75	
Reading Water Works, laying house con-		
nections .....	88.74	
F. A. Barbour, superintendence .....	5,446.22	
Unexpended balance .....	1,937.46	
	<hr/>	\$69,466.75

#### Amount authorized:

Sewer Commissioners, salaries .....	\$ 225.00	
Office expenses .....	200.00	
	<hr/>	\$ 425.00

#### Amount expended:

N. E. Tel. & Tel. Co. ....	25.97	
W. E. & J. F. Twombly, printing .....	46.18	
Christine Atkinson, copying .....	29.25	
M. F. Charles, record books .....	3.35	
Boston Record, proposals .....	2.70	
Hodson Bros., glass .....	2.00	
P. O. Box rental and miscellaneous .....	6.13	
Sewer Commissioners, salaries .....	225.00	
Unexpended balance .....	84.42	
	<hr/>	\$ 425.00



Vitrified pipe and specials; Cast Iron Manhole Covers, Frames and Steps; and G-K Pipe Joint Compound, property of the Sewer Department, Town of Reading, stored in the Ash St. pipe yard, Nov. 10th, 1920:

### Straight Pipe

5" .....	2 ft. length	1350 lin. ft.
6" .....	2 " "	1520 " "
8" .....	2 " "	22 " "
8" .....	3 " "	2190 " "
10" .....	2 " "	6 " "
12" .....	3 " "	477 " "
15" .....	3 " "	6 " "
18" .....	3 " "	6 " "
20" .....	3 " "	53 " "

### Specials

#### Y. Branches

6" x 5" .....	30 pieces
6" x 6" .....	1 "
8" x 5" .....	133 "
10" x 5" .....	2 "
12" x 5" .....	15 "

#### T. Branches

5" x 5" .....	34 pieces
6" x 5" .....	3 "
8" x 5" .....	4 "
8" x 8" .....	7 "
10" x 5" .....	4 "
6" x 6" x 6" .....	1 "

#### $\frac{1}{8}$ Bends

5" .....	101 pieces
6" .....	106 "
8" .....	41 "
10" .....	19 "

#### $\frac{1}{4}$ Bends

5" .....	18 pieces
6" .....	14 "
8" .....	8 "

**Miscellaneous**

5" to 6" increasers . . 20 pieces

6" to 5" reducers . . . 6 "

8" to 5" reducers . . . 3 "

20 Cast Iron Manhole Covers

21 Cast Iron Manhole Frames

112 Cast Iron Manhole Steps

450 lbs. G-K compound, in 5 containers

Value of materials in stock as per above list . . . . . \$2,600.00

JOHN W. OWEN, Chairman

EDWARD J. DAHILL, Secretary

EDWIN C. HANSCOM

Sewer Commissioners.

## REPORT OF CHIEF OF FIRE DEPARTMENT

---

TO THE HONORABLE BOARD OF SELECTMEN:  
GENTLEMEN:

I herewith submit the annual report of the Fire Department giving a record of the alarms received during the year ending December 31, 1920, and such other information as I believe may be of interest to the Town.

### MANUAL FORCE

The Department consists of five (5) permanent men (including its chief) and twenty-five (25) call men.

### APPARATUS

The apparatus consists of one (1) Triple Combination one (1) Double Tank Combination and Hose Truck, one (1) Combination Service Ladder Truck and one (1) Motor Hose Truck.

The Triple Combination is a Knox machine which was purchased by the Town in November, 1913. The Double Tank Combination and Hose Truck and the Combination Service Ladder Truck are Robinson machines and were purchased by the Town in the fall of 1916. The solid tires on the Ladder Truck were replaced this year with pneumatic truck tires. These tires have proved their value; not only do they protect the machine from road shocks but they give more than double the traction in bad weather and make the operation of the truck much safer. The Motor Hose Truck is a one-ton Ford chassis with the body of one of our horse drawn hose wagons. The Triple Combination and the Double Tank Combination are in need of new radiators. When these are replaced the machines will be in first class working order.

### FINANCES

My financial transactions are all embodied in the report of the Town Accountant to which I refer you for any information in that line.

### RECOMMENDATIONS

I recommend new cores for the radiators on both combinations, as a repair job on the present radiators would not be practicable because these radiators would have to be all taken apart and rebuilt and as the tubing is quite porous this could not be a warranted job and the expense would be very near the same. I also recommend that an alarm box be installed in the Lowell St., Prospect St., and the Chestnut Hill Schools; also one near the corner of Main and Cross Sts. Each company should have an Army Type Gas Mask with spe-

cial cannisters for smoke and illuminating gas, also an electric lantern, because the kerosene lanterns will not burn in smoke and are dangerous if a gas leak is encountered. I therefore recommend the purchase of four (4) masks and three (3) lanterns. I further recommend that a storage battery be installed on Hose No. 2 so that this machine will have steady lights when it is used at night; also that this machine be painted this year. I recommend the purchase of 500 ft. of 2 1-2 inch double jacket hose.

### FIRE PREVENTION

I have issued 647 permits for fires in the open this year. Inspections have been made by myself and members of the uniformed force and conditions noted. I have recommended, in some instances, that the occupant clean away rubbish and inflammable material and find the citizens quite willing to cooperate in this matter. This ready cooperation is what makes Fire Prevention our greatest asset.

### RECORD OF ALARMS

	Telephone	Bell
January .....	4	1
February .....		2
March .....	5	4
April .....	13	9
May .....	7	4
June .....	8	3
July .....	6	14
August .....	3	7
September .....	3	2
October .....	6	3
November .....	10	7
December .....	3	4
Total number alarms—128	68	60
Number of hours worked .....		104
Number of miles traveled .....		451.2
Number of feet of 2 1-2 inch hose laid .....		14000
Number of feet of chemical hose used .....		3050
Number of feet of ladders raised .....		814
Number of gallons of chemical used .....		1364
Number covers spread .....		8
Number of gallons of gasoline used .....		464
Number of gallons of oil used .....		17
Value of property in danger .....		\$271,810.00
Insurance thereon .....		198,690.00
Loss thereto .....		15,791.74
Insurance paid thereon .....		12,966.74
Uninsured loss thereto .....		2,725.00

## CONCLUSION

In conclusion, I wish to extend to your Honorable Board and to the Town Accountant and Treasurer, and Finance Committee, my thanks for the courtesies and co-operation I have received during the year. I wish to compliment the officers and members of the Department on the prompt and efficient manner in which they have performed their duties. I also wish to express my thanks to the Eastern Massachusetts Street Railway Company for the use of current, to the Police Department for services rendered by it at fires and to the employes of the New England Telephone and Telegraph Company for the prompt and efficient service rendered in receiving alarms by telephone.

Respectfully submitted,

O. O. ORDWAY, Chief Fire Department.

December 31, 1920.



## REPORT OF FOREST WARDEN

---

TO THE HONORABLE BOARD OF SELECTMEN:  
GENTLEMEN:

I herewith submit the following report of the Forest Warden for the year ending December 31, 1920:

Number of permits issued for fires in the open .....	47
Number calls answered for grass and brush fires .....	29
Number of calls from the Lookout Station .....	12

I have investigated all fires and sent reports of the same to the State Fire Warden.

In the Spring I posted all wood lots and paths with fire warnings, as in past years, with the same gratifying results.

I have appointed Henry M. Donegan, 11 Federal St., Deputy Forest Warden.

In conclusion, I wish to thank all who have assisted this department in any way during the past year.

Respectfully submitted,

O. O. ORDWAY, Forest Warden.

## REPORT OF BOARD OF ASSESSORS

1920

Valuation of Real Estate:

Buildings, excluding land .....	\$5,614,860.00
Land, excluding buildings .....	2,490,565.00
Total Real Estate .....	<u>\$8,105,425.00</u>

Personal Estate, excluding resident bank stock .....	\$1,062,320.00
Resident bank stock .....	28,700.00
Total Personal Estate .....	<u>\$1,091,020.00</u>

Total Real and Personal Estate assessed Apr. 1, '20 ..	\$9,196,445.00
Building increase over 1919 .....	893,085.00
Land increase over 1919 .....	14,570.00
Personal increase over 1919 .....	124,556.00
Total gain on Personal and Real Estate .....	<u>\$1,032,211.00</u>

Tax on Real Estate .....	\$ 249,647.15
Tax on Personal Estate .....	33,603.82
Tax on Polls .....	9,505.00
Tax on Real Estate for Moth .....	1,282.24
Total Tax April 1, 1920 .....	<u>\$ 294,038.21</u>

Personal Estate assessed Dec. 1920 .....	\$ 13,350.00
Real Estate assessed Dec. 1920 .....	5,500.00
Polls, 8 at \$5.00 .....	40.00
Tax assessed as supplementary on Real Estate Dec., '20	169.40
Tax assessed as supplementary on Personal Dec., '20	411.18
Total Personal Estate assessed 1920 .....	1,104,370.00
Total Real Estate assessed 1920 .....	<u>8,110,925.00</u>
Total Real and Personal Estate assessed in year of '20	<u>\$9,215,295.00</u>

State Highway Tax, 1920 .....	\$ 3,574.11
General State Tax, 1920 .....	23,520.00
Special Tax, 1920 .....	1,108.80
Fire Prevention, 1920 .....	108.56
Sewerage Tax, 1920 .....	5,266.29
Sewerage Sinking Fund, 1920 .....	7,000.00
County Tax, 1920 .....	10,305.45
Bay State St. Railway Tax, 1920 .....	239.25
Municipal Lighting Plant, 1920 .....	63.42
<hr/>	
Total State and County Tax .....	\$51,185.88
Total 1919 .....	46,027.42
<hr/>	
Excess over 1919 .....	\$ 5,158.46
Balance used for Town purposes .....	\$242,852.33

Rate of taxation, 1920, \$30.80 per \$1,000

Number of persons assessed on property Apr. 1, 1920 .....	2918
Number assessed for poll only .....	441
Additional assessed in December .....	9
Additional polls .....	8
Total assessed on property in 1920 .....	2927
Total assessed on polls in 1920 .....	449
Total number separate assessments .....	3376
Polls assessed in 1919 .....	1969
Polls assessed in 1920 .....	1909
<hr/>	
Decrease in polls .....	60
Number of horses .....	163
Number of cows .....	309
Number of sheep .....	0
Number of neat cattle .....	35
Number of swine .....	91
Number of fowl .....	9028
Number of dwellings .....	1881
Number of new buildings .....	17
Number of acres of land .....	5751
Population of 1920 .....	7424

ASSESSORS' REPORT ON THE SURVEY OF LAND UNDER  
THE BLOCK SYSTEM

We have now completed 53 Plans which contain 2,502 separate lots.

The financial account is as follows:

Balance from 1919 .....	\$206.83
Appropriation for 1920 .....	\$200.00
Expended, work on plans .....	24.00
Balance .....	176.00
	<hr/>
Total unexpended .....	\$382.83

Several plans are being made by Dana F. Perkins, C. E., none of which are completed, therefore nothing has been paid on them. The unexpended balance will take of these plans.

We ask for an appropriation of \$200.00 to continue the work on plans for the ensuing year.

MILLARD F. CHARLES

GEORGE E. HORROCKS

ARDINE M. ALLEN

Board of Assessors.

Thirty-first Annual Report

—OF THE—

WATER COMMISSIONERS

For the Year Ending December 31

1920



## OFFICERS OF THE WATER DEPARTMENT

---

### Commissioners

HENRY R. JOHNSON, <i>Chairman</i>	. . . . .	Term expires 1922
HARVEY A. BANCROFT	. . . . .	Term expires 1923
EDGAR N. HUNT	. . . . .	Term expires 1921

### Superintendent and Registrar

LEWIS M. BANCROFT

### Superintendent of Pumping Station

FRANK F. STROUT

### Fireman

IRVIN WYER

---

OFFICE OF THE WATER BOARD  
Room 15, Municipal Building

---

### OFFICE HOURS

8.30 to 12 M., 1.30 to 4.00 P. M., except Saturday

Saturday, 8.30 A. M. to 12 M., 7.30 to 9 P. M.

## REPORT OF WATER COMMISSIONERS

---

### TO THE CITIZENS OF READING:

The Board of Water Commissioners herewith submit their thirty-first annual report:

#### MAINTENANCE

Received fines and summons .....		\$ 15.27
Paid Pay Roll .....	\$ 774.55	
Sal. Supt. and Registrar .....	1,985.35	
Stamped Envelopes .....	137.61	
Telephone .....	101.03	
Engineering Journals .....	5.00	
Car fares .....	43.54	
Stationery .....	36.40	
Printing .....	121.30	
Burglary Insurance .....	16.17	
Commissioners' Salaries .....	225.00	
Reporting Transfers .....	31.45	
Miscellaneous .....	41.98	
Balance .....		3,504.11
	<hr/>	
	\$ 3,519.38	\$ 3,519.38

#### MAINTENANCE OF PUMPING STATION

Received for rent and sundries .....		\$ 225.75
Paid pay roll .....	\$ 4,046.67	
Coal .....	3,974.10	
Teaming .....	856.15	
Oil, Waste and Packing .....	183.83	
Freight .....	1,711.04	
Telephone .....	71.43	
Lights .....	33.59	
Pump Repairs .....	140.07	
Boiler Repairs .....	292.96	
Pumping Station Repairs .....	49.21	
House Repairs .....	25.08	
Liability Insurance .....	150.15	
Miscellaneous .....	30.51	
Balance .....		11,339.04
	<hr/>	
	\$11,564.79	\$11,564.79

## MAINTENANCE OF FILTERS

Paid pay roll .....	\$ 1,877.18	
Electric Power .....	257.49	
Alumina .....	918.90	
Lime .....	510.00	
Freight .....	70.20	
Teaming .....	130.10	
Repairs .....	101.96	
Oil, Packing and Belting .....	6.00	
Care fares .....	6.30	\$ 3,878.13
		<hr/>

## MAINTENANCE OF METERS

Paid pay roll .....	\$ 1,311.40	
Repairs .....	305.94	
Lamps .....	8.97	
Miscellaneous .....	8.03	
		<hr/>
		\$ 1,634.34

## MAINTENANCE OF SERVICE PIPES

Paid pay roll .....	\$ 340.62	
Tools .....	15.00	
Fittings .....	46.18	
Miscellaneous .....	2.12	
		<hr/>
		\$ 403.92

## MAINTENANCE OF MAIN PIPES

Paid pay roll .....	\$ 250.45	
Fittings .....	105.55	
Freight .....	13.93	
Miscellaneous .....	8.30	
		<hr/>
		\$ 378.23

## INTEREST

Received interest on deposits .....		\$ 129.20
Paid interest on bonds .....	\$ 5,072.50	
Balance .....		4,943.30
		<hr/>
	\$ 5,072.50	\$ 5,072.50

## AIR COMPRESSOR MAINTENANCE

Paid for Belt .....	\$ 114.23	
Electric Power .....	1,515.93	
Repairs .....	34.97	
Insurance .....	15.00	
Miscellaneous .....	2.70	
		<hr/>
		\$ 1,682.83

## AUTOMOBILE TRUCK MAINTENANCE

Paid Registration .....	\$ 6.00	
Oil and Gasoline .....	229.19	
Repairs .....	408.34	
Insurance .....	77.00	
	<hr/>	
	\$ 720.53	

## SHOP MAINTENANCE

Paid Municipal Light Board .....	\$ 9.75	
Coal .....	84.00	
Repairs .....	9.85	
	<hr/>	
	\$ 103.60	

## BONDS

Paid Bonds .....	\$ 5,000.00	\$ 5,000.00
------------------	-------------	-------------

## MAIN PIPE

Received for Gate .....		\$ 49.00
Paid pay roll .....	110.00	
Pipe .....	210.32	
Freight .....	13.80	
Hydrants and Gates .....	285.00	
Lead .....	17.41	
Specials .....	9.90	
Balance .....		597.43
	<hr/>	<hr/>
	\$ 646.43	\$ 646.43

## SERVICE PIPES

Received for pipes laid .....		\$ 1,062.58
Paid pay roll .....	\$ 1,724.28	
Liability Insurance .....	174.75	
Repairing Tools .....	48.06	
Freight .....	10.41	
Pipe .....	594.65	
Fittings .....	164.40	
Tools .....	87.99	
Express .....	7.49	
Miscellaneous .....	2.03	
Balance .....		1,751.48
	<hr/>	<hr/>
	\$ 2,814.06	\$ 2,814.06

## METERS

Received .....		\$ 7.22
Paid pay roll .....	\$ 19.50	
Meters .....	498.44	
Fittings .....	40.39	
Freight and Express .....	10.58	
Balance .....		\$ 561.69
	<hr/>	<hr/>
	\$ 568.91	\$ 568.91

## ARTESIAN WELLS

Paid for well drilling .....	\$ 7.15
------------------------------	---------

## AIR LIFT PUMPS

Paid for pumps .....	\$ 107.00
----------------------	-----------

## SUMMARY OF RECEIPTS AND EXPENDITURES

Cash balance from 1919 .....		\$ 6,621.88
Rent of house and sundries .....		225.75
Fines and summonses .....		15.27
Interest .....		129.20
Main Pipe .....		49.00
Service Pipe .....		1,052.68
Meters .....		7.22
Meter Rates .....		\$26,086.87
Hydrant Rent .....		6,030.00
Water for Drinking Fountains .....		100.00
Paid Maintenance .....	\$ 3,519.38	
Pumping Station Maintenance .....	11,564.79	
Filter Maintenance .....	3,878.13	
Meter Maintenance .....	1,634.34	
Service Pipe Maintenance .....	403.92	
Main Pipe Maintenance .....	378.23	
Bonds .....	5,000.00	
Interest .....	5,072.50	
Air Compressor Maintenance .....	1,682.83	
Automobile Maintenance .....	720.53	
Shop Maintenance .....	103.60	
Main Pipes .....	646.43	
Service Pipes .....	2,814.06	
Meters .....	568.91	
Artesian Wells .....	7.15	
Air Lift Pumps .....	107.00	
Cash on hand .....	2,216.07	
	<hr/>	<hr/>
	\$40,317.87	\$40,317.87



## COST OF PLANT

Reported past years .....	\$398,044.09
Main Pipe .....	597.43
Service Pipe .....	1,761.38
Meters .....	561.69
Artesian Wells .....	7.15
Air Lift Pumps .....	107.00
	<hr/>
	\$401,078.74

## UNPAID BILLS DEC. 31, 1920

Artesian Well & Supply Co. ....	\$ 2,429.25
---------------------------------	-------------

The Board recommends that \$6,060 be raised and appropriated for hydrant rental, that \$100.00 be raised and appropriated for water for drinking fountains.

The interest for the current year amounts to \$4507.50 as follows:

\$ 21,000 bonds for twelve months at 4½ percent .....	\$ 945.00
1,000 bonds for six months at 4½ per cent .....	22.50
82,000 bonds for twelve months at 4 per cent .....	3,280.00
13,000 bonds for six months at 4 percent .....	260.00
<hr/>	<hr/>
\$117,000	\$4,507.50

Respectfully submitted,

HENRY R. JOHNSON

EDGAR N. HUNT

HARVEY A. BANCROFT

Water Commissioners.

## REPORT OF WATER REGISTRAR

---

Amount of bills rendered in 1920 .....		\$26,457.89
Amount collected and paid Treasurer .....	\$25,142.62	
Amount uncollected .....	1,310.67	
Amount abated .....	4.60	
	<hr/>	<hr/>
	\$26,457.89	\$26,457.89

Amount of bills of previous years uncollected		2,222.98
Amount of bills of previous years abated and recharged .....		1.02
Amount collected and paid Treasurer .....	944.25	
Amount uncollected .....	859.10	
Amount abated .....	420.65	
	<hr/>	<hr/>
	\$ 2,224.00	\$ 2,224.00

Amount of service pipe bills rendered in 1920		1,286.71
Amount of bills of previous years uncollected		200.83
Amount collected and paid Treasurer .....	\$ 1,052.68	
Amount uncollected .....	434.86	
	<hr/>	<hr/>
	\$ 1,487.54	\$ 1,487.54

LEWIS M. BANCROFT, Registrar.

## REPORT OF SUPERINTENDENT

---

READING WATER COMMISSIONERS:

GENTLEMEN:

The thirty-first annual report of the Superintendent is submitted for the year ending December 31, 1920.

No extension of mains was made during the year. About two tons of six-inch pipe and one hydrant were put in at the plant of the U. S. Leatheroid and Rubber Co. for fire protection, all of which was charged to this company.

Three hydrants have been replaced: one on Mt. Vernon St. opposite Chute St.; one corner of Middlesex Ave. and Deering St.; and one corner Main and Mill Streets, this one was broken off by an automobile running against it and driving off without notifying anyone.

All hydrants have been examined and put in order.

Twenty-seven services have been put in. Twelve leaks in service pipes have been repaired, eight of which were on Washington Street, caused by electrolysis.

A six-inch pipe should be put in on Washington Street, of such material as to avoid electrolytic action.

The house at the pumping station should be painted and the south side of the roof of the storehouse shingled.

The stand pipe should be painted this year. The last painting was done eight years ago.

## KINDS AND SIZES OF METERS IN USE

JANUARY 1, 1921

No.	NAME	SIZES					
		2 in.	1½ in.	1¼ in.	1 in.	¾ in.	½ in.
78	Crown.....	3	1	.....	2	2	70
984	Nash.....	1	3	.....	8	8	964
201	Empire.....	1	.....	.....	.....	1	199
39	Gem.....	.....	.....	.....	.....	.....	.....
9	Lambert.....	.....	.....	.....	1	.....	38
22	Thompson.....	1	.....	.....	1	.....	7
213	Worthington.....	.....	.....	.....	.....	.....	22
94	Hersey.....	.....	6	.....	11	2	194
5	Neptune.....	.....	.....	.....	.....	.....	94
8	Union.....	.....	.....	.....	1	.....	4
8	King.....	.....	.....	.....	.....	.....	8
30	Columbia.....	.....	.....	.....	.....	.....	30
8	Keystone.....	.....	.....	7	.....	.....	1
63	Gamon.....	.....	.....	.....	.....	.....	63
	Niagara.....	.....	.....	.....	.....	.....	.....
1754		6	10	7	24	13	1694

## YEARLY RECORD OF PUMPING SERVICE

FROM JAN. 1, 1920, TO JAN. 1, 1921

MONTH	No. Days	Hrs.	Min.	Gallons Pumped	Total Head	Pounds Coal	Rain- fall
January.....	31	248	..	8,547,344	219	66,004	2.75
February.....	29	258	45	8,606,445	.....	64,213	6.46
March.....	31	265	45	8,932,457	.....	65,726	4.21
April.....	30	245	..	8,243,379	.....	51,514	5.75
May.....	31	257	..	8,585,406	.....	51,025	3.27
June.....	30	253	30	8,779,591	.....	50,594	5.24
July.....	31	286	15	9,563,267	.....	54,509	1.94
August.....	31	291	..	9,789,490	.....	58,032	2.02
September.....	30	245	45	8,602,507	.....	50,619	4.27
October.....	31	268	..	9,122,826	.....	51,884	1.16
November.....	30	269	15	8,936,053	.....	54,733	4.67
December.....	31	215	15	7,346,447	.....	49,269	4.82
	366	3,103	30	105,035,212	219	668,122	4.56

TABLE SHOWING AMOUNT OF RAIN AND MELTED  
SNOW FOR YEAR ENDING DEC. 31, 1920

Day of Month	January	February	March	April	May	June	July	August	September	October	November	December	Day of Month
1...				.16	.01			.02		.02		.50	1
2...				.66	.15			.15					2
3...					.10		.73					.16	3
4...		.37		.34	.13	.28						.20	4
5...		1.39	1.70	.51		2.09				.01		.51	5
6...		1.07	.27	.24		.03		.02	.08				6
7...		.02		.02	.02				.60				7
8...												.02	8
9...					.62				.09		.03	.12	9
10...	.97	.15			.02				.90			.17	10
11...								.13	.04				11
12...			.19	.03				.03	.03				12
13...		.45	.85	.43	.01	.03		.21	.67			.32	13
14...	.09				.12				.05			1.21	14
15...		1.05				.33	.11						15
16...			.03					1.05	.05		1.70		16
17...	.47					.15		.11			.13		17
18...	.10					1.60	.25	.02					18
19...	.11	.76	.56			.09	.47						19
20...	.20		.22	.09		.11							20
21...				.91	.75	.44		.03			.49		21
22...		.30		.13	1.32	.07					.99	.67	22
23...	.34	.22		.82	.02		.33				1.22		23
24...	.29	.61											24
25...	.01	.02	.08	.02							.11		25
26...												.39	26
27...	.13		.03	.33					.07	.15		.55	27
28...	.04	.05		1.06					.04	.98			28
29...			.27			.02		.01	.56				29
30...								.01	1.09				30
31...			.01					.26					31
	2.75	6.46	4.21	5.75	3.27	5.24	1.94	2.02	4.27	1.16	4.67	4.82	

The average rainfall for Massachusetts, as deduced by the State Department of Health from long continued observations in various parts of the State, is 44.46 inches.

The rainfall of Reading Pumping Station in 1920 was 46.56, being an excess of 2.10 inches.

There was an excess of rainfall in the months of Feb., March, April, June, September, Nov. and Dec., 10.18 inches; and a deficiency in the months of Jan., May, July, Aug. and October of 8.8 inches.



COMMONWEALTH OF MASSACHUSETTS — STATE DEPT. OF HEALTH  
WATER ANALYSIS — (PARTS IN 100,000)

No.	Date of Collection	APPEARANCE			Residue on Evaporation	AMMONIA		Chlorine	NITROGEN AS		Oxygen Consumed	Hardness	Iron	
		Turbidity	Sediment	Color		Free	Albu- mi- noid		Ni- trates	Ni- trites				
1920														
150617	Jan. 16	Very slight	None	Iron	.20	17.50	.0022	.0072	1.18	.0020	.0002	7.9	Filter Weir	
150618	Jan. 19	V. slight iron	Slight iron		.55	9.60	.0176	.0146	1.75	.0040	.0000	2.1	Filter Gallery	
151246	Mch. 30	Slight iron	Cons. iron	Fil.	.50	9.50	.0128	.0132	1.12	.0040	.0000	1.7	Filter Gallery	
151247	Mch. 30	Very slight	Very slight		.20	16.40	.0008	.0046	.78	.0000	.0002	6.0	Filter Weir	
152031	May 18	Distinct iron	Cons. iron	Iron	.16	8.10	.0104	.0182	.94	.0040	.0000	1.7	Filter Gallery	
152032	May 18	Very slight	None			15.70	.0002	.0044	.78	.0030	.0004	6.1	Filter Weir	
153061	July 20	Slight iron	Cons. iron	Fil.	.30	9.50	.0132	.0222	1.14	.0200	.0001	2.3	Filter Gallery	
153062	July 20	Very slight	None			17.00	.0000	.0050	.88	.0120	.0000	7.9	Filter Weir	
154250	Sept. 20	Distinct iron	Cons. iron	Fil.	.60	10.30	.0196	.0134	1.94	.0140	.0000	2.5	Filter Gallery	
154251	Sept. 20	Very slight	Very slight		.17	16.70	.0000	.0052	1.26	.0120	.0005	8.0	Filter Weir	

## SUMMARY OF STATISTICS

FOR THE YEAR ENDING DECEMBER 31, 1920

In form recommended by the New England Water Works Association.

## READING WATER WORKS

READING, MIDDLESEX COUNTY, MASSACHUSETTS

## GENERAL STATISTICS

Population by Census of 1920: 7,424.

Date of construction: 1890 and 1891.

By whom owned: Town of Reading.

Source of supply: Filter gallery and artesian wells.

Mode of supply (whether gravity or pumping): Pumping.

## PUMPING STATISTICS

1. Builders of pumping machinery: Sullivan Machinery Co., George F. Blake Manufacturing Co. and Platt Iron Works.

- a Kind: Coal.

- b Brand of coal: New River.

- c Average price of coal per net ton, delivered: \$15.28.

- d Percentage of ash:

- e Wood, price per cord: \$

3. Coal consumed for the year: 668,122 pounds.

4. [Pounds of wood consumed] divided by three, equals equivalent amount of coal lbs.

- 4a. Amount of other fuel used.

5. Total equivalent of coal consumed for the year equals (3) plus (4) lbs.

6. Total pumpage for the year 105,096,212 gallons, with allowance for slip.

7. Average static head against which pumps work: 219.

8. Average dynamic head against which pumps work: 240.

9. Number of gallons pumped per pound of equivalent coal (5): 150.

10. Duty equals:  $\frac{\text{gallons pumped (6)} \times 8.34 \text{ (lbs.)} \times 100 \times \text{dynamic head (8)}}{\text{Total fuel consumed (5)}}$   
equals 27,537,400.

Cost of pumping, figured on pumping station expenses, viz:  
\$11,339.04.

11. Per million gallons pumped.

12. Per million gallons raised one foot (dynamic

# FINANCIAL STATISTICS

RECEIPTS		EXPENDITURES	
<i>Balance brought forward:</i>		<i>Water Works Maintenance:</i>	
(a) From extraordinary maintenance receipts .....		AA Operation (management and repairs) .....	
(b) From extraordinary receipts (bonds, etc.) .....		CC Total maintenance .....	\$23,885.75
Total .....		DD Interest on bonds .....	5,072.50
		(CC plus DD) .....	\$28,958.25
		EE Payment of bonds .....	5,000.00
<i>From Water Rates:</i>		<i>Water Works Construction:</i>	
A Fixture rates .....		GG Extension of mains .....	646.43
B Meter rates .....	\$26,086.87	HH Extension of services .....	2,814.06
C Total from consumers .....		II Extension of meters .....	568.91
D For hydrants .....	6,030.00	JJ New Supply .....	114.15
E For fountains .....	100.00	KK Total construction .....	4,143.44
F For street watering .....		MM Balance:	
J Total from municipal department's .....		(aa) Ordinary .....	
L From bond issue .....		Total balance .....	2,216.07
M From other sources—			
Rent, interest, etc. ....	377.44		
Service pipes .....	1,052.68		
Main pipes .....	49.00		
N Total .....	\$40,317.87	N Total .....	\$40,317.87

## DISPOSITION OF BALANCE—CARRIED TO NEW ACCOUNT

Q Net cost of works to date .....	\$401,073.74
P Bonded debt at date .....	117,000.00
Q Value of Sinking Fund to date .....	
R Average of interest 4 per cent .....	

## STATISTICS OF CONSUMPTION OF WATER

1. Estimated total population at date: 7,424.
2. Estimated population on lines of pipe: 7,369.
3. Estimated population supplied 7,320.
4. Total consumption for the year: 105,036,212 gallons
5. Passed through meters:
6. Percentage of consumption metered:
7. Average daily consumption: 286,982.
8. Gallons per day to each inhabitant: 38.68.
9. Gallons per day to each consumer: 39.
10. Gallons per day to each tap: 160.
11. Cost of supplying water, per million gallons, figured on total maintenance, (item CC):
12. Total cost of supplying water, per million gallons, figured on total maintenance, plus interest on bonds

## STATISTICS RELATING TO DISTRIBUTION SYSTEM MAINS

1. Kind of pipe: Cast iron.
2. Sizes: From 6 inches to 12 inch.
3. Extended: 0 feet during year.
4. Discontinued: 0 feet during the year.
5. Total now in use: 33.39 miles.
6. Cost of repairs per mile \$1.13.
7. Number of leaks per mile: 0.
8. Length of pipe less than 4 inches in diameter: 0 miles.
9. Number of hydrants added during year (public and private): 1.
10. Number of hydrants (public and private) now in use: 202.
11. Number of stop gates added during the year: 1.
12. Number of stop gates now in use: 310.
13. Number of stop gates smaller than 4 inch: 0.
14. Number of blow-offs: 14.
15. Range of pressure on mains: 45 lbs. to 90 lbs.

## SERVICES

16. Kind of pipe: Cast Iron, galvanized iron, lead and cement lined.
17. Sizes: 3-4 to 6 inches.
18. Extended: 2001.9 feet.
19. Discontinued: 348.2 feet.
20. Total now in use: 27,244 miles.
21. Number of service taps added during year: 27.
22. Number now in use: 1,791.
23. Average length of service, 1920: 70.04 feet.
24. Average cost of service for the year:
25. Number of meters added: 40.
26. Number now in use: 1728.
27. Percentage of services metered: 97.
28. Percentage of receipts from metered water: (B) divided by (C).
29. Number of motors and elevators added, 0.
30. Number now in use: 0.

LEWIS M. BANCROFT. Superintendent.



## REPORT OF BOARD OF HEALTH

---

Of the one hundred and one persons who died in Reading during 1920:

2 were over .....	90 years of age
17 were between .....	80 and 90
26 were between .....	70 and 80
14 were between .....	60 and 70
8 were between .....	50 and 60
7 were between .....	40 and 50
3 were between .....	30 and 40
3 were between .....	20 and 30
3 were between .....	10 and 20
2 were between .....	5 and 10
6 were between .....	1 and 5
4 were under .....	1 year
6 Still births	

There were two deaths by accident. Of the 121 contagious cases there were 3 deaths by Tuberculosis and two by Infantile Paralysis.

C. H. PLAYDON

E. M. HALLIGAN, M. D.

Board of Health

## REPORT OF INSPECTOR OF PLUMBING

---

TO THE HONORABLE BOARD OF HEALTH:

GENTLEMEN—The work of this department for the year ending Dec. 31, 1920, was as follows:

Permits granted .....	86
Fixtures set .....	315
Lavatories .....	61
Bath tubs .....	54
Closets .....	72
Sinks .....	70
Wash trays .....	58

Respectfully submitted,

DAVID TAGGART,  
Inspector of Plumbing.

## REPORT OF TREASURER

---

### TO THE CITIZENS OF READING:

During the year 1920, the following coupon bonds were sold:

\$20,000 Electric Light 5% bonds, due \$1,000 each year 1921-1940.

\$60,000 Sewer Construction 5% bonds, due \$3,000 in the years 1925-1934 inclusive, and \$2,000 in the years 1935-1949 inclusive.

Both the above issue of bonds were authorized at the adjourned town meeting on March 15, 1920.

There were also sold the following Sewer notes:

5% Note for \$2,000, due Jan. 23, 1921.

5% Note for \$2,000, due Oct. 1, 1921.

5% Note for \$1,000, due Jan. 24, 1922.

Above notes authorized at special town meeting on June 9, 1919.

5% Note for \$5,000, due April 1, 1925, authorized at adjourned town meeting March 15, 1920.

The amount of temporary loans authorized by law in anticipation of revenue for the year 1920 was \$279,666.48. Notes have been issued as followed:

\$100,000, account refunding loans made in 1919, and \$245,000, authorized loans of 1920, leaving a balance of \$34,666.48, unissued for 1920.

On Jan. 1, 1921, there is outstanding \$125,000 temporary loans.

HENRY H. KINSLEY, Treasurer.

TREASURER'S REPORT, CEMETERY BEQUEST FUND,  
DECEMBER 31, 1920

DEBTOR

Jan. 1, 1920:

To cash balance .....	\$ 2,252.41
To cash payment of notes .....	3,500.00
To cash sundry bequests .....	1,590.00
To interest .....	1,023.22

\$ 8,365.63

CREDITOR

By payment care of lots.....	1,045.00
By investment .....	7,003.19

Dec. 31, 1920.

By cash balance in Mechanics Sav- ings Bank .....	217.44
By cash on hand .....	100.00

\$ 8,365.63

HENRY H. KINSLEY, Treasurer.

TREASURER'S REPORT, GEORGE F. BUCK TRUSTEE FUND

DEBTOR

Jan. 1, 1920:

To cash balance .....	\$ 58.15
To Interest .....	2.64

\$ 60.79

CREDITOR

Dec. 31, 1920:

By balance cash on deposit in Me- chanics Savings Bank .....	60.79
---	-------

HENRY H. KINSLEY, Treasurer.

## TREASURER'S REPORT, TOWN OF READING, DEC. 31, 1920

## WATER DEPARTMENT

## DEBTOR

Jan. 1, 1920:

To balance .....	\$ 6,621.88	
To cash deposits by Water Com- missioners .....	33,695.99	
		\$ 40,317.87

## CREDITOR

Dec. 31, 1920:

By payments per vouchers .....	38,101.80	
By balance, cash on hand .....	2,216.07	
		\$ 40,317.87

HENRY H. KINSLEY, Treasurer.

## MUNICIPAL LIGHT DEPARTMENT

## DEBTOR

Jan. 1, 1920:

To balance .....	\$ 1,394.84	
Deposits Mun. Light Dept. ....	\$ 192,768.38	
		\$ 194,163.22

## CREDITOR

Dec. 31, 1920:

Payments per vouchers .....	\$ 185,928.64	
Cash on hand .....	8,234.58	
		\$ 194,163.22

HENRY H. KINSLEY, Treasurer.



## TREASURER'S REPORT, TOWN OF READING, DEC. 31, 1920

DEBTOR		
Balance Jan. 1, 1920 .....		\$ 4,811.26
H. M. Viall, Collector Taxes, Interest and Moth .....	\$ 292,383.02	
Interest on Bank Balances .....	2,425.28	
Street Railway Tax .....	70.49	
Commonwealth of Mass.		
Corporation Tax .....	\$ 10,011.37	
Income Tax .....	24,074.51	
Nat'l Bank Tax .....	976.46	
State Aid and Burial of Soldiers ...	1,430.00	
Soldiers' Exemption .....	154.16	
Reading Water Works .....	5,000.00	
Revenue Loans borrowed .....	345,000.00	
Electric Light Loan .....	6,500.00	
Sale of Sewer Dept. Notes .....	5,000.00	
Premium on Sewer Dept. Note ....	7.42	
Sale of Sewer Dept. Bonds .....	60,000.00	
Premium on Sewer Dept. Bonds ....	1,715.01	
Sale of Sewer Dept. Connection Notes	5,000.00	
Misc. Receipts .....	32,097.54	791,845.26
		<hr/>
		\$ 796,656.52

CREDIT		
By Discount Revenue Loans .....	\$ 12,817.92	
By Interest .....	9,881.15	
By State Tax .....	24,628.80	
By National Bank Tax .....	642.19	
By Metropolitan Sewerage Loan ..	12,266.29	
By State Highway Repairs .....	3,574.11	
By Fire Prevention .....	108.56	
By General Town Notes and Bonds	28,200.00	
By Revenue Loans, paid .....	320,000.00	
\$100,000 of this amount was bor- rowed in 1919—		
By Loan Elec. Lt. Dept. ....	5,000.00	
By County Tax .....	10,305.45	
By Payments Sewer Dept. ....	68,411.29	
Other Payments as per vouchers ..	273,961.79	
Dec. 31. Petty Cash on hand .....	1,800.00	
Cash on deposits in Banks .....	25,158.97	

---

\$ 796,656.52

HENRY H. KINSLEY, Treasurer.

Twenty-sixth Annual Report  
OF THE  
Electric Light Commissioners  
For the Year Ending December 31  
1920

## OFFICERS OF THE ELECTRIC LIGHT AND POWER DEPARTMENT

---

### Commissioners

WILLIAM G. LONG, <i>Chairman</i> . . .	Term expires 1923
GEORGE L. FLINT, <i>Secretary</i> . . .	Term expires 1921
FRANK E. CRAFTS . . . . .	Term expires 1922

---

### Manager

ARTHUR G. SIAS

---

### Office

MUNICIPAL BUILDING

## MANAGER'S REPORT

TO THE MUNICIPAL LIGHT BOARD, READING, MASS.:

GENTLEMEN:—I respectfully submit herewith my report covering the operation of the Municipal Light Plant for the year ending Dec. 31, 1920.

### OPERATING ACCOUNT

#### CREDITOR

By commercial lighting .....	\$ 69,427.89	
By commercial power .....	25,380.22	
By municipal lighting .....	1,401.63	
By municipal power .....	1,639.58	
By cooking and heating .....	6,008.30	
By power to Wakefield .....	70.16	
By power to Lowell Electric Light Corporation .....	203.68	
By street lighting, Reading .....	11,000.00	
By street lighting, Lynnfield Ctr. .	1,647.12	
By street lighting, North Reading .	3,341.53	
By street lighting, Wilmington ..	6,032.00	
<hr/>		
By total income .....		\$ 126,152.11

#### DEBTOR

To fuel .....	\$ 37,431.98	
To oil and waste .....	102.69	
To water .....	74.75	
To wages at station .....	16,487.77	
To repairs of real estate .....	103.78	
To repairs of steam plant .....	931.17	
To repairs of electric plant .....	457.40	
To station tools, etc. ....	598.20	
<hr/>		
To manufacturing cost .....		\$ 56,187.74
To distribution wages .....	\$ 2,686.41	
To repair lines, lamps & meters, etc.	8,008.37	
To incandescent lamps commercial	330.06	
To street series lamps renewals ..	1,637.10	
To distribution tools .....	221.09	
To garage expense .....	4,202.92	
<hr/>		
To distribution cost .....		17,085.95

To general salaries .....	\$ 9,579.70	
To Municipal Light Board salaries ..	225.00	
To committee expense .....	143.38	
To office expense .....	3,313.16	
To rent of stock room .....	150.00	
To insurance .....	3,266.20	
To taxes .....	465.04	
		<hr/>
To miscellaneous expenses ....		17,142.48
		<hr/>
To total operating expenses ..		90,416.17
Balance to Profit and Loss ....		35,735.94
		<hr/>
		\$ 126,152.11

# PROFIT AND LOSS ACCOUNT

## DEBTOR

To bonds paid in 1920 .....	\$ 12,000.00	
To notes paid in 1920 .....	6,300.00	
To legal services on account of bond issue .....	52.18	
To bad debts .....	288.91	
To interest incurred .....	7,850.70	
To depreciation allowed .....	15,507.13	
		<hr/>
		\$ 41,998.92

## CREDITOR

By balance December 31, 1919 ....	\$ 3,861.73
By interest on bank balances ....	283.08
By balance of operating account ..	35,735.94
By balance of Jobbing Account ..	239.89
By premium and accrued interest ..	571.69
	<hr/>
By total .....	\$ 40,692.33
Balance as of Dec. 31, 1920 ..	1,306.59

\$ 41,998.92

# BALANCE SHEET

## ASSETS

Land .....	\$ 2,575.80
Buildings .....	20,433.87
Steam plant .....	81,776.36
Electric plant .....	39,767.67
Lines .....	123,025.65
Transformers .....	21,671.33
Meters .....	22,606.30
Street lights .....	12,803.47



Inventory fuel .....	10,717.25
Inventory oils, waste and station supplies .....	1,855.60
Inventory line and distribution ....	20,545.59
Inventory jobbing and stock .....	4,485.30
Inventory prepaid insurance .....	2,154.46
Accounts receivable, electric .....	14,875.03
Accounts receivable, sundries ....	8,087.25
Cash in operation fund .....	1,891.27
Cash in re-construction fund .....	6,343.31
Cash in deposit fund .....	332.26

Total assets .....	\$ 395,947.77
Deficit .....	1,306.59

\$ 397,254.36

#### LIABILITIES

Appropriation for construction ....	\$ 30,678.26
Loans repayment .....	152,900.00
Bonds outstanding .....	137,000.00
Notes Outstanding .....	32,000.00
Town Treasurer (Special loan) ..	5,000.00
Deposits .....	332.26
Interest accrued, not due .....	1,870.87
Accounts payable, operation .....	36,961.80
Accounts, payable, re-construction .	67.00
Accounts payable, construction ....	444.17

Total liabilities .....	\$ 397,254.36
-------------------------	---------------

#### RE-CONSTRUCTION FUND

##### DEBTOR

To appropriation for 1920 .....	\$ 20,000.00
---------------------------------	--------------

##### CREDITOR

By additions steam plant .....	\$ 12,527.50
By additions electric plant .....	136.83
By additions transformers .....	992.36
By total .....	\$ 13,656.69
Balance Dec. 31, 1920 .....	6,343.31

\$ 20,000.00

## CONSTRUCTION FUND

## DEBTOR

To balance Dec. 31, 1919 .....	\$	738.82
To transfer from Depreciation Fund		17,267.89

---

\$ 18,006.71

## CREDITOR

By additions to buildings .....	\$	32.86
By additions to steam plant ....		135.60
By additions to electric plant ....		50.48
By additions to lines .....		12,080.21
By additions to transformers ...		2,446.79
By additions to meters .....		2,801.35
By additions to street lights ....		461.42

---

\$ 18,006.71

## OPERATION FUND

## DEBTOR

To balance Dec. 31, 1919 .....	\$	212.95
To receipts from customers .....		155,720.16
To appropriation from tax levy ....		11,000.00
To Town Treasurer (Special loan)		5,000.00
To interest on bank balances ....		283.08

---

\$ 172,216.19

## CREDITOR

By expenditures .....	\$	128,667.09
By transfer to Depreciation Fund .		15,507.13
By bonds retired .....		12,000.00
By notes retired .....		6,300.00
By interest paid .....		7,850.00
By balance Dec. 31, 1920 .....		1,891.27

---

\$ 172,216.19

## DEPRECIATION FUND

## DEBTOR

To balance Dec. 31, 1919 .....	\$	438.80
To transfer from Operation Fund .		15,507.13
To sale of condenser, etc. ....		2,369.93

---

\$ 18,315.86

## CREDITOR

By transfer to Construction Fund	\$	17,267.89
By renewals .....		1,047.97

---

\$ 18,315.86

## COST OF PLANT

Cost as of Dec. 31, 1919 ..... \$ 389,504.73

## ADDITIONS

Buildings .....	\$ 32.86
Steam plant .....	12,661.10
Electric plant .....	135.31
Lines .....	12,080.21
Transformers .....	3,439.15
Meters .....	2,733.42
Street lights .....	461.42

---

31,543.47

Total cost Dec. 31, 1920 ..... \$ 421,048.20

## LYNNFIELD EXTENSION

Total investment to Dec. 31, 1920:

Lines .....	\$ 13,804.15
Street lights .....	1,164.68
Meters .....	1,939.45
Transformers .....	1,737.20

---

\$ 18,645.48

## NORTH READING EXTENSION

Total investment to Dec. 31, 1920:

Electric plant .....	\$ 440.12
Lines .....	29,918.44
Street lights .....	1,895.00
Meters .....	2,379.44
Transformers .....	3,209.22

---

\$ 37,842.22

## WILMINGTON EXTENSION

Total investment to Dec. 31, 1920:

Electric plant .....	\$ 627.18
Lines .....	46,225.60
Street lights .....	2,671.83
Meters .....	2,820.30
Transformers .....	3,895.47

---

\$ 56,240.38

## EARNINGS FROM LIGHT AND POWER—5 YEARS

	1916	1917	1918	1919	1920
Light	\$56,200.17	\$65,445.22	\$71,283.85	\$ 86,221.78	\$ 92,850.17
Power	10,699.24	10,898.42	17,812.24	29,072.32	33,301.94
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$66,899.41	\$76,343.64	\$89,096.09	\$115,294.10	\$126,152.11

NOTE—The above table includes the income from the appropriation for street lights.

The K. W. H. generated in 1920 exceeded the 1919 output by 240,403 or 11.7 per cent. This does not compare very favorably with the increase in 1919 over 1918, which was 55.9 per cent. The general slowing down in business, especially during the last six months of the year has reduced our output and revenue very materially.

Income increased but 9.4 per cent, while operating costs increased 24.3 per cent and fixed charges increased 27.6 per cent, resulting in a net loss for the year of \$5,168.32.

The increase of one per cent in the allowance for Depreciation amounted to \$3,876.78 while the cost of operating the street lights exceeded the appropriation by \$3,355.02. Add to these the increased cost of fuel, which amounted to \$10,247.18, due to increased prices and freight rates, and it is not difficult to see the reason for the loss in operation of the plant in 1920.

I am reasonably sure, however, that the income and expenses would have been practically even, had normal business conditions obtained during the last half of the year.

The increased cost of fuel was due in part to the fact that we were unable to obtain shipments on our contracts and were obliged to purchase spot coal at very much higher prices, some of it costing as much as \$18.44 per gross ton in our bins. Lack of car supply at the mines and labor troubles were given as reasons for not shipping contract coal.

The grade of fuel was somewhat better than in 1919 and we burned 25 net tons less than last year, notwithstanding the increased output.

The actual increase in cost per ton over 1919 was 37.6 per cent.

Operating labor costs for 1920 are about 22.6 per cent more than in 1919 due principally because the increases granted in 1919 covered only a part of the year and partly to slight increases granted in 1920.

The income from lighting increased about 14 per cent and from power about 14.5 per cent. The appropriation for street lights was 23.8 per cent less than last year.

## ADDITIONS AND IMPROVEMENTS AT THE POWER STATION

The new boiler, heater and condenser which we were authorized to purchase are all in the station and practically ready to operate, there remaining but a small part of the installation work to be completed.

The boiler was purchased from the Scannell Boiler Works, Lowell, Mass., and cost \$2,997.00, the heater from the National Pipe Bending Co., New Haven, Conn., and cost \$1,024.13, and the condenser was purchased from the Alberger Pump and Condenser Co., Newburg, N. Y., for \$6,500.00. The contract for the boiler setting was let to H. J. Carroll, of Woburn for \$1,290.00, the foundation work for the condenser to P. N. Sweetser for \$474, and piping contract to Braman, Dow & Co. of Boston, for \$4,054.00.

No changes have yet been made in the old spray pond as it seemed best to make use of it this winter and install the new piping and nozzles in the spring.

At the time of writing this report I am unable to report a complete test of the new condenser under load to determine what saving in fuel has been accomplished by the change, but the operating results so far would seem to show that it requires no more fuel than the condenser under the 600 K. W. turbine, whereas the old condenser required 21 per cent more.

We succeeded in disposing of the old condenser for \$2,250.00 which was about 90 per cent of its original cost.

Number 3 boiler has been disconnected from the piping and the pressure has been increased to 150 pounds.

With the addition of a new boiler to replace the old number 3, the generating equipment should be capable of carrying a peak load of at least 1500 K. W., and under normal conditions of increase in the connected load, I estimate that no further addition to the plant will be required for at least three years.

The maximum load carried on the station during 1920 was 700 K. W., which was 50 K. W., less than in 1919, due to the falling off of the power load.

It will be necessary in the near future to make some provision for handling the coal between the bin and the boiler room, as there is barely room enough at present to store a sufficient amount to last from 3 o'clock P. M. until morning. I believe the most satisfactory way would be to install an industrial railway, using the regular charging cars such as are used in many power plants. By having a sufficient number of cars the coal could be fired directly from the cars instead of storing it in front of the boilers and firing from the floor.



### DISTRIBUTION SYSTEM

Defective poles have been renewed during the year on the following streets: Ash, Barrett, Charles, Eaton, Green, Haven, High, Hopkins, Haverhill, Linden, Locust, Mill, Main, Oak, Prospect, Summer Ave., Washington, Walnut, West and Woburn, and some defective wire has also been renewed.

Nine additional street lights have been installed in Reading as follows: 6 on South Street, 1 on Beech Street, 1 on Woodward Avenue, and 1 on Lowell Street. We have also added 13 street lights in North Reading and 2 in Wilmington during the year. A spot light has been installed in the square for the protection of the traffic officer.

We have installed 213 new services for light and power, including a 500 K. W. power connection at the Reading Rubber Mfg. Co.'s plant under a three-years' contract. This new power connection should materially increase our income when business becomes normal again.

637 meters in customers' premises have been tested this year, and those found to be incorrect have been re-calibrated or changed.

The lines in general are in good condition but each year it is necessary to renew some defective poles and wires. We have followed our usual custom of making an annual inspection of all lines and insulating wires in trees. This saves current which might be lost through leakage and also prevents interruptions in the service.

The new Reo truck which we purchased early in the year has proven very satisfactory and practically no repairs have been made to it during the year.

The two old Ford trucks should be sold and new ones purchased in the spring.

The Premier truck should also be sold as it is used very little and one of the Ford trucks can be used in its place when necessary.

### INCREASE IN DEPRECIATION

Under date of January 26, 1920, we petitioned the Board of Public Utilities for an increase in the annual allowance for depreciation from 3 to 4 per cent, and as the Board requested specific reasons for the increase we had an appraisal of the plant made by Mr. C. W. Whiting. His report was made under date of April 6th and a copy of same was transmitted to the State Board. The appraisal as made by Mr. Whiting showed that, from 1894 to December 31, 1919, the total amount allowed for the depreciation of the plant was \$24,661.47 less than was actually needed for the purpose. He found that the fair value of the plant as of December 31, 1919 was \$284,949.20, while the book value was shown as \$309,314.97.

The appraisal report covers 45 typewritten pages and is too voluminous to be included in this report. A comparison of the apprais-

al and book values of the different portions of the plant will show how the different accounts are affected.

	Book value	Appraisal Value
Land .....	\$ 2,575.80	\$ 2,575.80
Buildings .....	20,401.01	19,439.43
Steam Plant .....	75,855.26	76,148.90
Electric Plant .....	42,162.36	38,576.81
Lines .....	116,480.83	105,962.38
Transformers .....	18,460.55	16,077.62
Meters .....	20,603.34	17,272.01
Street Lights .....	12,775.82	8,896.25
	<hr/>	<hr/>
Totals .....	\$309,314.97	\$284,949.20

A copy of the petition of the Municipal Light Board and Manager is given below and is followed by the order of the Department of Public Utilities.

January 26, 1920.

To the Honorable Board of Public Utilities,  
15 Ashburton Place, Boston, Mass.

GENTLEMEN:—The Municipal Light Board and Manager of municipal lighting, of the Town of Reading, respectfully request the approval of your Honorable Board of an increase in the annual allowance for depreciation of the electric light plant from three per cent to four per cent per annum, said increase to be included as a part of the expense of the plant for the year ending December 31, 1920, and each year thereafter, unless a smaller or larger amount shall subsequently be approved by your Honorable Board.

A report of audit for the year ending December 31, 1919 by Charles E. Stanwood, 78 Devonshire St., Boston, is herewith enclosed for your information.

Yours very truly,

WILLIAM G. LONG,

GEORGE L. FLINT,

FRANK E. CRAFTS,

Municipal Light Board.

ARTHUR G. SIAS, Manager.

THE COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC UTILITIES

May 7, 1920.

PETITION OF THE MUNICIPAL LIGHT PLANT OF READING

On the petition of the Municipal Light Board and the Manager of the Municipal Lighting Plant of the Town of Reading for approv-

al of an increase in the annual allowance for depreciation of the Electric Light Plant from three (3) to four (4) per cent of the cost of the plant exclusive of land and any water power appurtenant thereto, as provided in section 115 of chapter 742 of the Acts of the year 1914, as amended by section 2 of chapter 77 of the General Acts of the year 1918, it appearing that three per cent (3%) has been insufficient to provide for the depreciation already realized, it is—

Voted that, for the current municipal year and until otherwise ordered, the Commission approve of an amount for depreciation of the Municipal Lighting Plant of the Town of Reading equal to four per cent (4%) of the cost of said plant exclusive of land and any water power appurtenant thereto.

By order of the Commission,

(Signed) ANDREW A. HIGHLANDS, Secretary.

#### LAMP AND APPLIANCE DEPARTMENT

Our records show that we have sold from this department during the year, the following lamps and appliances: 39 washing machines, 1 mangle, 23 ranges, 63 vacuum cleaners, 27 toasters, 2 grills, 147 flat irons, 10 fans, 12 heating pads, 24 motors, 13 desk and table lamps, 19 radiators, 4 water heaters, 4 pumping outfits, 10 vibrators, etc.

On October 1, 1920, Clapp & Leach opened an Electric Shop in Lyceum Block, and asked for our co-operation in connection with the sale and repair of electrical appliances. We turned over to them about \$1,500.00 worth of our stock and also the work of repairing appliances. Their well appointed show windows and large store, make it possible for them to serve the public much better than we could. Mr. Paul Lane, who was employed as salesman with us, was engaged by them to carry on the same line of work. As we have a considerable number of appliances on hand and as some customers prefer to purchase through our department, we will continue to carry for the present, a line of incandescent lamps, motors, ranges, water heaters, radiators, washing and ironing machines, flat irons and vacuum cleaners.

The increase in value of inventory this year over last is \$13,978.12 due to additional fuel and line materials on hand, and is reflected in the increase in the amount of unpaid bills carried over.

The very long deliveries on cross arms, pins, insulators, wire, pole line hardware, meters and transformers during the past year has made it necessary to place orders well in advance and accept deliveries when it was possible to make them. I have felt that better service could be given if the necessary material for service connections and repairs was in our stock room when needed, rather than

wait for long deliveries. With the exception of copper wire there has been no reduction in the price of any of the materials which we use, in fact some have increased during the year.

I had hoped that it might be possible to make a reduction in the lighting rate before the end of the year, but on account of the large increase in expenses and reduction in power income it could not be done.

At the present time the business conditions do not seem to warrant any large degree of optimism for a substantial increase in revenue in 1921.

In making my estimate I have allowed about the same rate of increase as last year, but if business resumes its normal course during the year, it may be possible to reduce the lighting rate. The estimate for the year ending December 31, 1921 follows:

#### ESTIMATE FOR 1921

##### EXPENSES

For operation, maintenance and repair .....	\$ 93,949.16
For interest on bonds and notes .....	7,433.37
For depreciation (4% on \$419,188.74) .....	16,767.55
For bond payments .....	13,000.00
For note payments .....	6,300.00
For loss in preceding year .....	5,168.32
<b>Total Expenses .....</b>	<b>\$142,618.40</b>

##### INCOME

From sales to private consumers .....	\$126,238.40
From sundry items .....	500.00
From tax levy (at average cost per K. W. H. as defined by statute) .....	
For Street Lights .....	\$14,280.00
For Municipal buildings .....	1,600.00
<b>Total to be appropriated .....</b>	<b>15,880.00</b>
<b>Total income .....</b>	<b>\$142,618.40</b>

The following pages show considerable interesting data, and also the rates in effect at the present time.

Respectfully submitted,

ARTHUR G. SIAS, Manager

WILLIAM G. LONG,

GEORGE L. FLINT,

FRANK E. CRAFTS,

Municipal Light Board.



## DATA FROM RECORDS OF PLANT

Kilowatt hours manufactured .....	2,297,237
Kilowatt hours for Reading Street Lights .....	175,704
Kilowatt hours sold .....	1,444,960
Kilowatt hours used at station and office .....	257,999
Kilowatt hours unaccounted for .....	418,574
Coal used, net tons .....	3,615
Average cost of coal per net ton .....	\$10.354
Poles added .....	132
Feet of wire added .....	113,830
Motors connected .....	24
New Services installed .....	213
Street lamps installed .....	24

## CONNECTED LOAD DECEMBER 31, 1920

Number of customers .....	2,617
Horse power in motors .....	812.5
Number of street lights .....	1,363

## READING

Number of customers December 31, 1920 .....	1,777
Number of 40 candle power street lights .....	7
Number of 60 candle power street lights .....	476
Number of 100 power street lights .....	11
Number of 250 candle power street lights .....	50
Number of 400 candle power street lights .....	1
Number of 600 candle power street lights .....	24
Horse power in motors .....	676
Earnings for year .....	\$90,876.37

## LYNNFIELD CENTER EXTENSION

Number of Customers December 31, 1920 .....	172
Number of 40 candle power street lights .....	122
Horse power in motors .....	15
Earnings for year .....	\$ 6,568.45

## NORTH READING EXTENSION

Number of customers December 31, 1920 .....	211
Number of 40 candle power street lights .....	255
Horse power in motors .....	92.5
Earnings for year .....	\$11,170.45

## WILMINGTON EXTENSION

Number of Customers December 31, 1920 .....	457
Number of 40 candle power street lights .....	417
Horse power in motors .....	29
Earnings for year .....	\$17,333.16



TABLE A

Year	Income from Sale of Electricity	Income from Other Sources	Appropriations for Maintenance	Appropriations from Tax Levy	Appropriations for Construction	Manufacturing Expense	Distribution Expense	Miscellaneous Expense	Interest	Depreciation	Bond and Note Payment	Total Cost of Plant December 31
1910	\$25,668.87	\$604.88	\$10,000.00	\$270.00	\$13,228.57	\$3,271.76	\$4,429.32	\$2,535.75	\$3,556.00	\$4,000.00	\$135,992.62	
1911	31,317.40	410.77	5,800.00	1,000.00	13,066.25	6,353.77	5,753.84	2,767.00	4,079.78	4,500.00	144,714.06	
1912	37,171.93	599.07	5,000.00	5,500.00	17,546.87	5,605.41	5,605.18	3,018.21	4,143.80	7,200.00	173,091.96	
1913	44,664.70	671.87	6,000.00	5,076.19	20,054.99	10,705.42	10,214.88	3,515.40	4,788.80	6,800.00	202,518.81	
1914	49,799.75	791.14	4,500.00	4,132.07	19,014.03	7,784.82	8,697.05	4,453.33	6,051.08	9,000.00	233,509.58	
1915	51,603.32	640.25	10,500.00	none	18,292.78	10,329.83	7,730.32	4,640.42	6,972.28	9,500.00	254,349.09	
1916	61,900.01	911.69	5,000.00	none	22,261.19	13,986.22	8,316.39	4,704.99	7,597.47	10,800.00	269,898.27	
1917	67,593.64	2,422.92	8,750.00	none	30,460.16	14,557.81	11,577.08	5,070.43	8,096.95	11,300.00	285,428.29	
1918	78,096.09	1,537.86	11,000.00	none	41,006.13	13,572.51	11,311.54	6,882.24	8,529.85	14,800.00	348,871.08	
1919	100,844.10	1,100.11	14,450.00	none	45,006.98	13,864.14	13,874.46	7,416.21	10,419.76	14,800.00	389,564.73	
1920	126,152.11	1,094.66	11,000.00	none	56,187.74	17,085.95	17,142.48	7,850.70	15,507.13	18,300.00	421,048.20	

TABLE B

Year	K. W. H. Generated	K. W. H. Sold	K. W. H. Delivered to Reading St. Lights	K. W. H. Used at Station Stock Room and Appliance Room	K. W. H. Unaccounted For	Tons of Coal Used (2240 Lbs.)	Average Cost of Coal Per Ton	Number of Customers	Number of Street Lights	No. of Commercial Lights in 40 W Units	Horse Power in Motors
1910	698,597	300,861	227,100	16,269	154,367	1,561	\$ 3.877	738	269	16,000	116 1-2
1911	771,011	367,317	244,055	15,403	144,236	1,614	3.742	888	382	19,867	215
1912	919,282	481,801	242,033	13,307	182,141	2,007	4.19	1,078	698	24,700	242 1-4
1913	1,045,592	599,893	255,744	15,283	174,672	2,393	4.414	1,263	903	27,191	272
1914	986,476	578,709	187,590	15,283	204,894	2,229	4.107	1,390	993	29,937	313 7-10
1915	980,688	548,607	156,505	10,403	265,173	2,052	4.008	1,599	1,181	33,731	381
1916	1,231,677	751,735	170,810	13,916	295,216	2,448	4.407	1,805	1,225	36,700	441
1917	1,291,216	812,507	168,535	12,464	297,710	2,756	6.759	1,964	1,295	39,280	492
1918	1,318,546	976,121	125,820	10,573	206,032	2,990	8.82	2,083	1,303	41,660	672
1919	2,056,834	1,358,028	172,948	189,067	336,791	3,250	8.42	2,333	1,339	44,118	886
1920	2,297,237	1,444,960	175,704	257,999	418,574	3,228	10.354	2,617	1,363	48,378	812.5

TABLE C

Manufacturing Costs per K. W. H. Based on Total K. W. H. Delivered  
at Switchboard

Year	Fuel	Labor	Repairs and other station expenses	Total costs
1910	.0086	.0075	.0026	.0187
1911	.0078	.0069	.0021	.0168
1912	.0091	.0071	.0027	.0189
1913	.0101	.0070	.0020	.0191
1914	.0092	.0082	.0017	.0191
1915	.0085	.0087	.0013	.0185
1916	.0087	.0071	.0022	.0180
1917	.0144	.0075	.0015	.0234
1918	.0200	.0085	.0025	0.310
1919	.0133	.0066	.0019	.0218
1920	.0162	.0071	.0009	.0242

TABLE D

Average Cost per K. W. H. as Defined by Chapter 77, Acts of 1918

	1911	1912	1913	1914	1915	1916	1917	1918	1919	1920
Operating										
Costs:	.0412	.0397	.0483	.0362	.0586	.0467	.0577	.0538	.0509	.0558
Fixed										
Costs:	.0185	.0198	.0176	.0254	.0299	.0261	.0249	.0274	.0213	.0259
Total										
Costs:	.0597	.0595	.0659	.0616	.0885	.0728	.0826	.0812	.0722	.0817

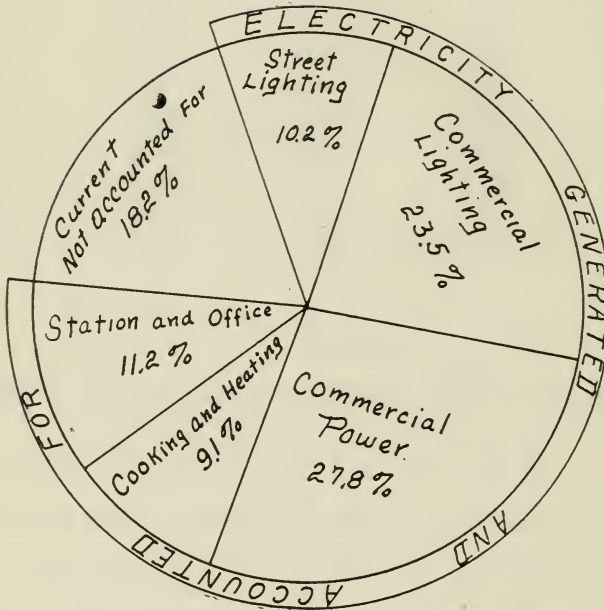


Fig. 1

Figure 1 shows graphically in percentage of K. W. H. generated, the number sold, used and unaccounted for

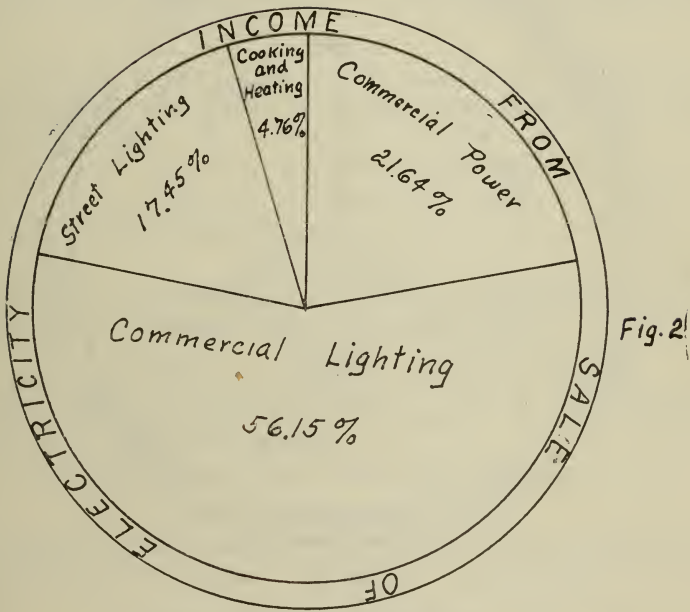


Figure 2 shows graphically the percentage of income received from the different classes of service



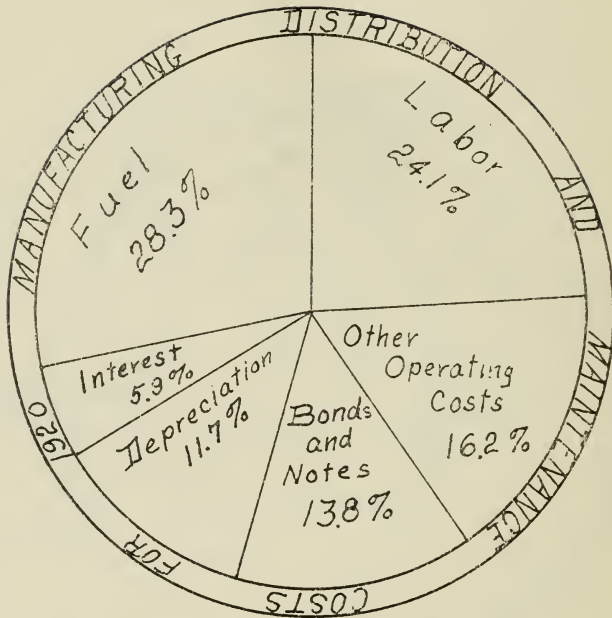


Fig. 3

### *How Your Dollar Has Been Spent.*

Figure 3 shows graphically in per cent. the division of expense

# RATES FOR ELECTRIC SERVICE

## LIGHTING RATE:—

Reading—14 cents per kilowatt hour.  
 North Reading—16 cents per kilowatt hour.  
 Wilmington—16 cents per kilowatt hour.  
 Lynnfield Center—16 cents per kilowatt hour.

## MINIMUM CHARGE

The minimum charge for lighting service will be \$9.00 per year, payable 75 cents per month. The account will be reviewed annually and any charge in excess of electricity actually used will be credited provided \$9.00 worth of electricity has been consumed during the year.

## DISCOUNT

A discount of ten per cent will be allowed on all lighting bills, except minimum bills, if payment is received within fifteen days from date of bill.

No discount will be allowed when arrears are due.

## HEATING AND COOKING RATE

Three cents per kilowatt hour.

## MINIMUM CHARGE

The minimum charge for heating and cooking service will be \$12.00 per year, payable monthly and adjusted yearly.

## DISCOUNT

A discount of ten percent will be allowed on all heating and cooking bills, except minimum bills if payment is received within fifteen days from date of bill.

No discount will be allowed when arrears are due.

## BATTERY CHARGING RATE

Electricity used exclusively for charging storage batteries for automobiles will be charged at four cents per kilowatt hour.

## MINIMUM CHARGE

The minimum charge for charging service will be \$12.00 per year payable monthly and adjusted yearly.

## DISCOUNT

A discount of ten per cent will be allowed on all charging bills, except minimum bills, if payment is received within fifteen days from date of bill.

No discount will be allowed when arrears are due.

## POWER RATES

The monthly charge will consist of, First, a service charge of \$1.00 per month per horsepower of connected load. Second a current charge of:

5½c	per K. W. H. for the first 500 K. W. hrs.
4 c	per K. W. H. for the next 1000 K. W. hrs.
3½c	per K. W. H. for the next 2500 K. W. hrs.
3 c	per K. W. H. for the next 5000 K. W. hrs.
2½c	per K. W. H. for all additional K. W. hrs.

#### MINIMUM CHARGE

The minimum monthly charge will be the service charge, but in no case less than \$1.00.

#### DISCOUNT

A discount of ten per cent will be allowed on all power bills, except minimum bills, if payment is received within fifteen days from date of bill.

No discount will be allowed when arrears are due.

#### LIST OF UNPAID BILLS

Addressograph Company .....	\$ 7.65
American Steam Gauge & Valve Company .....	13.30
Ashton Valve Company .....	7.38
Wendell Bancroft & Company .....	10.00
American Railway Express Company .....	3.17
Boston & Maine Railroad .....	3,082.62
Bates Garage Company .....	306.93
Boston Lumber Company .....	374.32
Braman, Dow & Company .....	67.85
Geo. H. Buckminster Company .....	204.88
Caddy Electrical Equipment Company .....	23.00
M. F. Charles .....	28.38
A. W. Chesterton & Company .....	30.99
Clapp & Leach .....	17.53
Columbia Lamp Division .....	1,536.54
Crandall Packing Company .....	10.37
Cronkhite Company .....	31.73
Cummings Express Company .....	32.45
Geo. W. Davis Company .....	5.88
L. W. Dickinson & Son .....	34.00
Eagle Oil & Supply Company .....	23.19
Cambridge Auto Parts Company .....	30.00
Eureka Packing Company .....	13.42
Electric Machine & Instrument Company .....	82.25
Electric Welding Company .....	175.00
Engineering Supply Company .....	145.80
Fairbanks Company .....	20.52
Falmouth Electric Company .....	15.00
Federal Sign System (Electric) .....	1.13
T. C. Fife .....	37.31
E. K. Flood .....	12.50

Foster McDonald Company .....	1,730.22
Francis Brothers .....	48.99
General Electric Company .....	94.80
Goulds Manufacturing Company .....	55.00
Thos. Groom & Company .....	45.77
E. W. Ham Electric Company .....	1,636.58
F. S. Hardy & Company .....	1,563.29
Hodson Brothers .....	5.05
Hoover Suction Sweeper Company .....	295.20
Hurley Machine Company .....	225.00
W. J. Jeandron .....	14.26
C. L. Jeanes & Company .....	45.90
Jenkins Brothers .....	14.57
M. K. Kendall & Company .....	35.00
Kendall's Garage .....	48.45
L. W. Kingman .....	74.32
Knowlton Rubber Company .....	6.44
Lewis Electric Supply Company .....	845.20
Library Bureau .....	7.47
Town of Lynnfield .....	331.50
J. M. Maxwell & Son .....	18.98
MacLeod & Henry Company .....	172.50
Miley Soap Company .....	28.00
New England Coal & Coke Company .....	11,735.77
Nela Specialty Company .....	25.38
Nineteen Hundred Sales Company .....	134.15
Town of North Reading .....	125.00
O. O. Ordway .....	2.50
E. B. Parker Company .....	8.00
Pettingell-Andrews Company .....	2,198.56
Prentiss & Parker .....	2,235.20
Quaker City Rubber Company .....	14.38
Reading Fire Department .....	15.00
Reading Garage .....	174.65
Simplex Electric Heating Company .....	52.17
South Fork Coal Sales Company .....	2,397.36
Spaulding-Moss Company .....	5.54
Standard Oil Company .....	165.44
Stoneham Battery Station .....	16.25
P. N. Sweetser .....	438.50
W. E. & J. F. Twombly .....	417.69
Upton Machine Company .....	2.16
Wagner Electric Company .....	400.00
Waldo Brothers & Bond Company .....	18.00
F. Wallace .....	1.68
Westinghouse Electric & Manufacturing Company .....	1,178.76
Wetmore Savage Company .....	1,151.33

Woburn Machine Company .....	6.75
W. A. Wood Company .....	8.00
H. P. Woodbury Company .....	70.86
Yawman & Erbe Manufacturing Company .....	2.47
New England Telephone & Telegraph Company .....	163.11
J. A. LeFave .....	29.92
Lunt Moss Company .....	276.00
Nashua Machine Company .....	3.53
H. A. Stiles & Company .....	227.70
C. E. Stanwood .....	28.00
J. S. Temple Company .....	12.50
Landers, Frary & Clark .....	3.07

---

\$37,472.97



## REPORT OF AUDITOR FOR THE YEAR 1920

---

February 4, 1921.

TO THE MUNICIPAL LIGHTING BOARD, READING, MASS.

GENTLEMEN: At your request, I have made an audit of the books of account and records of the Lighting Department of the Town of Reading for the year ending December 31st, 1920, and submit the following comparative statements:

Assets and Liabilities, Dec. 31, 1920 and 1919.

Income and Expense for the years 1920 and 1919.

Profit and Loss and Surplus changes covering the same period.

List of Bonds and Notes originally issued and amounts outstanding Dec. 31, 1920.

### APPROPRIATIONS

The town appropriated at its annual meeting \$20,000.00 for construction purposes to be financed by an issue of bonds, and \$11,000.00 for operating and maintenance to be paid from the tax levy of 1920. The proper entries have been made on the books of the department covering these appropriations.

### CASH

The receipts and disbursements have been handled in the same form as in previous years. All receipts appear to be accounted for and disbursements represented by vouchers properly approved. Cash on hand was verified by bank records and outstanding checks which have been properly accounted for.

### VOUCHERS

These were carefully examined as to distribution as well as calculations and found to be correct, properly approved and filed numerically together with the cancelled check showing payment. Sixteen checks drawn the latter part of December had not been returned but will be properly filed when received.

### ACCOUNTS RECEIVABLE

All customers' accounts were carefully examined and the total is as represented in the statement submitted. I feel, however, that special effort should be made along the line of collecting as some of the accounts appear to be quite old, and may possibly become a loss to the Town. Bad debts should be charged off each year in order to make sure that sufficient appropriation is coming from the Town to fully pay for the operation of the plant, and these items must be considered each year.

## SUPPLIES

Inventories were submitted by your department and were carefully examined as to prices and extensions. Examination was also made to a certain extent to verify the quantities of different articles represented in the inventory, all of which proved satisfactory, and I believe that the inventory is fully supported by actual supplies on hand.

## BONDS

\$20,000 Construction bonds were issued, in accordance with votes passed at the annual meeting, dated May 1st, 1920, bearing interest at 5%, payable \$1,000 each year for a period of twenty years. \$12,000 of other issues of bonds have been paid during the year, and the increase in the outstanding bonds at the end of the year is \$8,000.00.

## NOTES

No notes have been issued during the year and \$6,300.00 has been paid off, making a net reduction of this amount.

## ACCOUNTS PAYABLE

The unpaid bills have been carefully examined, and the total is as represented on the statement. This amount is unusually large due to several reasons:

1st. The increase in the rate of depreciation, necessitating a greater transfer from the operating cash to depreciation cash.

2nd. The decrease in the appropriation made by the town for operating purposes.

3rd. The increased cost of fuel and general supplies.

4th. The business depression the latter part of the year causing a decrease in the operating revenue.

5th. The necessity of carrying a large amount of coal and material on hand which is reflected in the statement of supplies, and which has been found necessary on account of delayed deliveries which would very much inconvenience the lighting plant.

## INCOME AND EXPENSE

The gain in operating income over the previous year was	\$10,858.01
The gain in operating expense was .....	17,670.59

Showing a loss over the previous year of .....	\$ 6,812.58
--	-------------

The net result of the year's business considering all revenue shows a loss for the 12 months of \$5,168.32 which turns the surplus of January 1st, 1920, amounting to \$3,861.73 into a deficit of \$1,306.59.

The books and records of the departments were found in excellent condition and all courtesy was extended by those in charge of the various departments.

Respectfully submitted,

CHARLES E. STANWOOD,

Public Accountant and Auditor.

# BALANCE SHEET, DECEMBER 31

	ASSETS		Increase or
	1920	1919	Decrease
Land .....	\$ 2,575.80	\$ 2,575.80	\$ 0.00
Buildings .....	20,433.87	20,401.01	32.86
Steam Plant .....	81,776.36	75,855.26	5,921.10
Electric Plant .....	39,767.67	42,162.36	<b>2,394.69</b>
Street Lines & Wires ..	123,025.65	116,480.83	6,544.82
Transformers .....	21,671.33	18,460.55	3,210.78
Electric Meters .....	22,606.30	20,603.34	2,002.96
Street Lamps .....	12,803.47	12,775.82	27.65
Office & store equipment	1,571.60	1,425.25	146.35
Station tools & appliances	1,140.31	1,031.66	108.65
Dist. tools & appliances .	1,081.61	707.60	374.01
Auto account .....	2,892.24	1,181.62	1,710.62
	<hr/>	<hr/>	<hr/>
	\$331,346.21	\$313,661.10	\$ 17,685.11
Cash:			
Construction Fund ...	0.00	738.82	<b>738.82</b>
Depreciation Fund ...	0.00	438.80	<b>438.80</b>
Operating Fund .....	1,891.27	217.03	1,674.24
Reconstruction Fund .	6,343.31	0.00	6,343.31
Deposit Fund .....	332.26	822.47	<b>490.21</b>
Accounts Receivable:			
Consumers .....	14,875.03	14,614.20	260.83
Miscellaneous .....	8,087.25	8,720.23	<b>632.98</b>
Supplies:			
Line .....	12,821.52	8,245.30	4,576.22
Lamps-Commercial ..	1,741.53	1,382.12	359.41
Fuel .....	10,717.25	5,447.53	3,269.72
Oils, waste and station	715.29	390.55	324.75
Jobbing .....	4,485.30	5,361.00	<b>875.70</b>
Stationery .....	437.09	0.00	437.09
Prepaid insurance .....	2,154.46	607.45	1,547.01
	<hr/>	<hr/>	<hr/>
	64,601.56	46,985.50	17,616.06
	<hr/>	<hr/>	<hr/>
Total Assets .....	\$395,947.77	\$360,646.60	\$ 35,301.17

## LIABILITIES

	1920	1919	Increase or Decrease
Appropriations for const.	\$ 30,678.26	30,678.26	\$ 0.00
Loans Repayment Acct. .	152,900.00	134,600.00	18,300.00
Bonds outstanding . . .	137,000.00	129,000.00	8,000.00
Notes outstanding . . .	32,000.00	38,300.00	6,300.00
Loan-Town Treasurer ..	5,000.00	6,500.00	1,500.00
Guarantee Deposits . . .	332.26	822.47	490.21
Accounts Payable . . . .	37,472.97	14,948.59	22,524.38
Accrued Interest-Not due	1,870.87	1,935.55	64.68
Total Liabilities . . .	397,254.36	356,784.87	40,469.49
Surplus . . . . .	1,306.59	3,861.73	5,168.32
Tot. Liab. & Surplus	\$395,947.77	\$360,646.60	\$ 35,301.17

## INCOME AND EXPENSES

## INCOME

	1920	1919	Increase or Decrease
Commercial lighting . . .	\$ 69,427.89	\$ 59,893.54	\$ 9,534.35
Commercial power . . .	25,380.22	22,566.67	2,813.55
Commercial cooking, etc.	6,008.30	4,197.60	1,810.70
Municipal lighting . . . .	1,401.63	1,218.68	182.95
Municipal power . . . . .	1,639.58	2,077.11	437.53
Street Lighting:			
Reading . . . . .	11,000.00	14,450.00	3,450.00
North Reading . . . .	3,341.53	3,242.09	99.44
Wilmington . . . . .	6,032.00	5,774.93	257.07
Lynnfield . . . . .	1,647.12	1,642.54	4.58
Town of Wakefield-Power	70.16	82.54	12.38
Lowell Elec. Lght. Corp.	203.68	148.40	55.28
	\$126,152.11	\$115,294.10	\$ 10,858.01

## EXPENSES

Fuel . . . . .	\$ 37,431.98	\$ 27,372.51	\$ 10,059.47
Oils and waste . . . . .	102.69	248.16	145.47
Water for power . . . . .	74.75	129.15	54.40
Labor at station . . . . .	16,487.77	13,681.45	2,806.32
Repairs, buildings . . . .	103.78	37.42	66.36
Repairs Steam Plant . . .	931.17	2,097.94	1,166.77
Repairs Electric Plant ..	457.40	539.84	82.44
Station tools and expense	598.20	900.51	302.31
Manufacturing Exp.	56,187.74	45,006.98	11,180.76

Care meters & com. lights	2,508.23	1,844.70	663.53
Care street lights .....	2,145.34	1,884.93	260.41
Incand. lamps-commercial	0.00	265.28	<b>265.28</b>
Repairs street lines ....	7,417.87	4,621.14	2,796.73
Repairs transform. & met.	590.50	205.87	384.63
Distribution tools & exp.	221.09	208.36	12.73
Garage expense .....	4,202.92	4,833.86	<b>630.94</b>
Rent of stock room .....	150.00	150.00	0.00
<b>Distribution Expense</b>	<b>17,235.95</b>	<b>14,014.14</b>	<b>3,221.81</b>
Salaries of Board .....	225.00	225.00	
Gen. salaries & clerk hire	9,579.70	6,979.58	2,600.12
Board expense .....	143.38	389.55	<b>246.17</b>
General office expense ..	3,313.16	3,178.26	134.90
<b>Overhead Expense ..</b>	<b>13,261.24</b>	<b>10,772.39</b>	<b>2,488.85</b>
Insurance .....	3,266.20	2,504.17	762.03
Taxes .....	465.04	447.90	17.14
<b>General Expense ..</b>	<b>3,731.24</b>	<b>2,952.07</b>	<b>779.17</b>
Total Expenses .....	90,416.17	72,745.58	17,670.59
Balance to Profit & Loss	35,735.94	42,548.52	<b>6,812.58</b>
	<b>\$126,152.11</b>	<b>\$115,294.10</b>	<b>\$ 10,858.01</b>

# PROFIT AND LOSS

## CREDIT

	1920	1919	Increase or Decrease
Balance from operations	\$ 35,735.94	\$ 42,548.52	\$ <b>6,812.58</b>
Rental of pole line .....	0.00	405.63	<b>405.63</b>
Interest rec'd-Bank bal. .	283.08	255.85	27.23
Gain from jobbing .....	239.89	134.38	105.51
Prem. & Accd. Int.-Bonds	571.69	379.25	192.44
	<b>\$ 36,830.60</b>	<b>\$ 43,723.63</b>	<b>\$ 6,893.03</b>



## DEBIT

Bonds paid .....	\$ 12,000.00	\$ 10,000.00	\$ 2,000.00
Notes paid .....	6,300.00	4,800.00	1,500.00
Interest paid and accrued	7,850.70	7,416.21	434.49
Depreciation allowed ....	15,507.13	10,419.76	5,087.37
Bad debts charged off ..	288.91	266.18	22.73
Bond expense—Printing .	52.18	75.00	<b>22.82</b>
Balance to surplus .....	<b>5,168.32</b>	10,746.48	<b>15,914.80</b>
	<hr/>	<hr/>	<hr/>
	\$ 36,830.60	\$ 43,723.63	\$ 6,893.03

## SURPLUS ACCOUNT

Surplus, Jan. 1, '20 & 19	\$ 3,861.73	\$ 6,884.75	\$ 10,746.48
Add: Net earning for 12 months .....	<b>5,168.32</b>	10,746.48	<b>15,914.80</b>
	<hr/>	<hr/>	<hr/>
Surplus Jan. 1, '21 & '20	\$ 1,306.59	\$ 3,861.73	\$ 5,168.32

## BONDS AND NOTES

No. of issue	Date issued	Amt. of original	Payments on principal	Rate of Int. payable	Int. payable	For what issued	Amt. outstanding - Dec. 31, 1920
<b>BONDS</b>							
1st	10- 1-94	\$50,000.00	\$1,000 yearly 10 years	4 %	Apr. Oct.	Establishing Plant	\$ 8,000.00
			2,000 yearly				
2nd	10- 1-07	26,000.00	20 years	4 ½ %	Apr.-Oct.	Additions	13,000.00
			1,000 yearly				
3rd	7-15-11	20,000.00	26 years	4 %	Jan. 15 July 15	Wilmington Lines	2,000.00
			2,000 yearly				
4th	10-15-13	23,500.00	10 years	4 ¼ %	Apr. 15	Station	
			1,500 yearly		Oct. 15		13,000.00
5th	9-15-14	8,000.00	Oct. 15	4 ½ %	Mar. 15	Reading	
			500 yearly		Sept. 15		5,000.00
6th	10- 1-17	55,000.00	Sept. 15	4 ½ %	Apr. 1	Additions	
			3,000 yearly		Oct. 1		46,000.00
			Oct. 1	4 ½ %	July 1		
7th	1-1-19	12,000.00	1,000 yearly		Jan. 1	Additions	11,000.00
			4 years				
			500 yearly				
			16 years				
			on Jan. 1				

## BONDS AND NOTES (Continued)

[illegible]

ANNUAL REPORT  
OF THE  
SCHOOL COMMITTEE  
OF THE  
TOWN OF READING

For the Year Ending December 31

1920

## SCHOOL COMMITTEE

---

WALTER S. PARKER, Ch., 55 Walnut St.	Term expires 1923
LEONE F. QUIMBY, 25 Howard St.	Term expires 1923
ARTHUR N. MANSFIELD, 107 Woburn St.	Term expires 1921
MRS. RUTH A. LUMSDEN, 116 Summer Ave	Term expires 1922
JESSE W. MORTON, 114 Woburn St.	Term expires 1922

---

## Superintendent of Schools

ADELBERT L. SAFFORD 8 Middlesex Ave.

---

## Office

High School. Hours: School days, 8.30 to 9.30 A. M.

---

## Attendance Officer

EDWIN L. HUTCHINSON, 6 Grove St. Office, 187 Main Street

---

## School Physician

CHARLES R. HENDERSON, M. D. 126 Woburn Street

---

## Janitors

HIGH SCHOOL, Clement Gleason, 64 Orange St.	\$1,300.00
HIGH SCHOOL MATRON, Ara A. Pratt, 29 Orange St.	975.00
HIGHLAND SCHOOL, Jesse N. Hutchinson, 79 Bancroft Ave.	1,300.00
GROUARD HOUSE, Wm. Killam, 15 Locust St.	127.50
CENTER SCHOOL, David W. Pigueron, 88 Orange St.	975.00
UNION ST. SCHOOL, David W. Pigueron, 88 Orange St.	
LOWELL ST. SCHOOL, Arthur J. Condry, 27 Hancock St.	375.00
PROSPECT ST. SCHOOL, W. Ralph Livingstone, Walnut St.	375.00
CHESTNUT HILL SCHOOL, Jos. J. Farpelha, Curtis St.	300.00



## ORGANIZATION OF SCHOOL COMMITTEE

---

WALTER S. PARKER, Chairman

ADELBERT L. SAFFORD, Secretary.

---

### Sub-Committees

#### FINANCES AND ACCOUNTS

A. N. Mansfield

L. F. Quimby

J. W. Morton

#### BOOKS AND SUPPLIES

J. W. Morton

Mrs. Ruth A. Lumsden

W. S. Parker

#### SCHOOL HOUSES AND PROPERTY

A. N. Mansfield

J. W. Morton

L. F. Quimby

#### RULES AND REGULATIONS

Mrs. Elizabeth H. Brown

L. F. Quimby

A. N. Mansfield

#### TEACHERS AND SALARIES

L. F. Quimby

W. S. Parker

J. W. Morton

#### MUSIC AND DRAWING

Mrs. Ruth A. Lumsden

J. W. Morton

Mrs. Elizabeth H. Brown

#### COURSE OF STUDY

L. F. Quimby

Mrs. Ruth A. Lumsden

J. W. Morton

## REPORT OF THE SCHOOL COMMITTEE, 1920

---

### TO THE CITIZENS OF READING:

The School Committee in conformity to custom submits the following report for the year ending December 31, 1920. Attention to the Superintendent's report together with the financial and other reports is earnestly solicited.

The past year has been a trying year for the schools and the effects of the disturbance of the "world war" are manifest in many ways. The general progress of the cause of education has been seriously retarded during the past four years. The Commonwealth of Massachusetts cannot afford in any way to lessen her efforts to increase the extent and efficiency of her public school education. Massachusetts is one of the most prosperous manufacturing states in the Union, notwithstanding the many disadvantages under which the work is accomplished. Several years ago, one of her able governors, who, by the way, was a very successful business man, declared that the one great agency in the successful career of the State was her profound interest in education. The present governor, in his able address at the opening of the Legislature in January 1921, emphasized the importance of the educational work of the State. I take the liberty of making a liberal extract from his address.

"To a peculiar extent the economic as well as the political and social welfare of the Commonwealth depends upon education. While it has no deposits of precious ore, of coal or iron; while it has no vast fertile prairies and no boundless tracts of untouched timber; while, in fact, Massachusetts is not rich in a reserve of natural resources, yet it has been a part of the fundamental belief of our people that we can compete successfully with any other people, provided that we maintain an aggressive program of education by means of which we may develop our human resources to the full. In the period of reconstruction through which the country as a whole is passing, the greatest care must be taken to prevent any retardation of our educational program in comparison with that of other sections of the country. Throughout the land there is an awakened and widespread interest in the development of more efficient institutions of education. From the point of view of her material prosperity, as well as from the larger consideration of her duty in the development of American citizenship, Massachusetts must not sacrifice her educational leadership.

The Special Commission on Teachers' Salaries made a report in August last which merits your thorough study. The compensation

of the public employees of Massachusetts has been generally increased in the past two years, and in practically all departments is now at least the equivalent of that paid to those in similar lines of private employment. But this is not true of teachers. I cannot bring myself to believe that teachers have received altogether just treatment. We cannot afford to deal other than justly with them. Teachers in our schools today are called upon to do for children some of the things which parents in other days were glad to accept as their own duty to do. Teachers in our schools have it within their power to instill in the hearts of children a love of America and American institutions which will never grow cold. It has seemed to me that many of our well-intentioned efforts to teach Americanism have failed, and more and more we must look to the children of parents of foreign-birth as the instruments for breaking down family prejudices and distrust and winning respect and loyalty for America. We must reach them in the schools. The citizens of tomorrow are entitled to the best educational advantages we can give. In a system of good schools taught by competent teachers of character and devotion we have assurance that the Nation may have able and upright leaders in the future. The salaries of teachers in the public schools must be increased sufficiently to attract into the teaching profession capable young men and women, to retain efficient teachers now in service, and, in the words of the commission, 'to enable all teachers to provide from salary earnings the necessities of life, and savings and insurance against disability and old age, as well as to make those investments that result in continued growth in professional efficiency.'

The School Committee has considered very carefully the urgent needs of the schools and especially those relating to the salaries of teachers. We have endeavored to ascertain the amounts paid to teachers in other towns of about the same size and valuation as Reading. If we are to keep the teachers we now employ, it will be necessary to make the salaries about equal to those paid by other towns of similar size. The advances we have asked for are based on that calculation. We have reduced the amounts for repairs and books and other overhead expenses to the lowest limit consistent with true economy.

I wish to call particular attention to the excellent showing made by our Agricultural Department. The total amount of earnings from project profits has steadily increased during the past four years. 1917, \$4,780.64; 1918, \$5,036.25; 1919, \$5,311.17; 1920, \$8,502.98. The increase for 1920 is very remarkable, being over sixty percent more than in 1919. There are other evidences of the successful functioning of this department. Recently, a former pupil from a neighboring town purchased and is now operating a farm on West Street in Reading. Another pupil from another town owns and operates an extensive greenhouse in Reading. A survey of the occupations of

former pupils shows that a large percentage are engaged in agriculture as their chief business, while a large number of others are carrying it on as a side line. Under the present arrangement the state reimburses the town one-half the total cost of agriculture, including one-tenth of the overhead maintenance of the High School plant. The cost is still further reduced by one-half the amount of tuition received from pupils from outside of Reading and by the amount of the Smith-Hughes fund received from the United States Department of Agriculture.

The terms of Mr. Arthur N. Mansfield and Mrs. Elizabeth H. Brown expire in February, 1921. These two vacancies are to be filled by election at the annual town meeting.

WALTER S. PARKER, Ch'm'n,  
ELIZABETH H. BROWN,  
RUTH A. LUMSDEN,  
ARTHUR N. MANSFIELD,  
JESSE W. MORTON,  
LEONE F. QUIMBY,

School Committee of Reading.



## REPORT OF SUPERINTENDENT OF SCHOOLS, 1920

---

To the Honorable, the School Committee of the Town of Reading, Massachusetts:

I beg leave to present for your consideration the following report of the Superintendent of Schools for the year nineteen hundred twenty. This is the twenty-seventh annual report from this office, the eighth report made to you by the present incumbent.

### THE PRESENT CRISIS

This year has been a critical one generally in education throughout the United States, and in Reading it has presented to a greater or less degree the same problems as elsewhere. The shortage of teachers, the steadily failing sources of supply of teachers in the institutions for teacher-training, the unrest and loss of morale in the teaching force now at work, the greatly increased cost of books, supplies, repairs, transportation of pupils and other overhead expenses, the almost prohibitive cost of new buildings and other permanent improvements have all conspired to create a situation unprecedented in school administration in recent years. Fortunately thus far the Reading schools have not been greatly disturbed by these adverse conditions, but serious consequences might easily result if the citizens and voters should waver in their faith in their schools and the necessity of holding them up to past standards and improving them where possible to meet the new needs of the present social, industrial, and political readjustment of the world.

The question is sometimes asked, "Can we afford to spend so much for education?" Mr. W. Trotter sums up an extended discussion of "The Instability of Civilization" with this conclusion, "The only way in which society can be made safe from disruption or decay is by the intervention of the conscious and instructed intellect as a factor among the forces ruling its development." Mr. H. G. Wells in "The Outline of History" says, "The essential factor in the organization of a living state, the world is coming to realize, is the organization of an education." These observations obviously suggest an alternative question, "Can we afford not to spend on education any sum necessary for the highest development of our social, political, and industrial life?" More than ever before Massachusetts is dependent upon education to enable her industries to prosper in competition with states having greater natural resources. More than ever before the foundations of our liberties embodied in American institutions are threat-



ened by disruptive bolshevistic forces. More than ever before is there need of integrating the moral forces of all individuals in the community in order that there may be unity in social action directed by a complete moral homogeneity. It is time to force forward, hold fast to our ideals and not yield to tendencies toward regression, even if the financial burdens temporarily entail some sacrifices in certain matters less essential to our future welfare.

## RESUME OF THE YEAR

The most important event of the year was the passing of the annual budget providing for increases in salaries, for several additional teachers, for an "Opportunity-room" for pupils requiring a regime different from that of the regular classes, and for a teacher to visit all schools below the High School, investigate the causes of failure of pupils, make adjustments in their programs, give individual help, and conduct standard tests for the purpose of affording accurate measures of the results obtained in comparison with those obtained elsewhere.

## TEACHERS

The flat increase of three hundred dollars in salaries for regular teachers and twenty per cent for principals and special teachers went into effect as of Jan. 1, 1920. It had to be done to keep the teachers on the job. While there were several changes in the corps during the year, the number was not excessive. The teachers were apparently satisfied with the amount granted, regarding it as a substantial step towards the higher maximum salaries which they hope to obtain eventually. However, in filling vacancies that occurred, it was found necessary in most cases to pay new teachers for grades below the High School the maximum salaries paid the older ones already in the service. While this created some dissatisfaction, it was unavoidable and served to show that the maximum salaries paid last year in the Elementary and Junior High schools were about one hundred fifty dollars less than the prevailing amounts obtained by the class of teachers required in Reading. The teachers of the Elementary, Junior High, and Senior High schools have presented requests for the establishment of regular schedules with the minimum initial salaries and annual increases until a maximum is reached. These requests propose an annual advancement of the present maximum for several years. It has not seemed feasible in view of the present unsettled conditions to attempt to make definite recommendations beyond provisions for salaries for the year nineteen twenty-one, for which I would recommend the following schedule: Elementary School, two years of Normal School preparation or equivalent, minimum salary \$1,000; maximum, \$1,400. Junior High School, three years of Normal School preparation or equivalent, minimum, \$1,100; maximum, \$1,500. Senior High School, four years Normal School or Col-

lege preparation or an equivalent, minimum, \$1,300, maximum, \$1,800. Annual increases in all classes, \$100.

Experience elsewhere counts the same as in Reading, less one year. Each year completed satisfactorily in Normal School or College in excess of the amounts specified above in each class may be counted equivalent to a year's experience in teaching in Reading. Similar credits may be allowed for approved summer courses or afternoon, Saturday, or evening Normal or University Extension courses, according to length and character of the courses, and the amount of work accomplished, as determined by the Superintendent of Schools or the School Committee. If conditions in the future should warrant further increase of the maximums, it is suggested that the foregoing schedule be extended by continuing the annual increases for a greater number of years.

### HEALTH PROGRAM

Material progress has been made the past year in the development of a health program for Reading schools. Hygiene has been taught all pupils in the Elementary schools for many years. Since the inception of the Junior High School, Hygiene has been taught and a full period has been devoted each day to physical training, under the instruction of a graduate of the Sargent School of Physical Education. This instructor, Miss Lengyel, has given some time to supervising the work in physical training in the Elementary schools and, in nineteen hundred nineteen, introduced the children's organization called "Health Crusaders." Scales for weighing have been provided for all the schools and weights of pupils are put on the report cards. Pupils found to be underweight are advised about their diet. In the Junior High School a hot lunch is provided to supplement sandwiches brought from home. Milk is on sale. Several lectures, some of them illustrated by lantern slides, have been given in the High School and Junior High School on subjects relating to diet, and particular stress has been laid by lectures and printed matter on the value of milk.

In the Senior High School, although Physiology and Hygiene have been offered as elective for many years, Hygiene was made a required subject for all pupils for the first time this year. It is given in the Freshman year. Boys and girls are in separate classes with a teacher of their own sex. A half-year is devoted to Hygiene; the other half-year is given to Community Civics. The same teachers who give the instruction in Hygiene have the classes in Physical Training. Each pupil in the school is expected to devote two periods a week to physical training. It would be given daily, as in the Junior High School, but the teaching staff is not large enough to provide teachers for daily exercise for each pupil at present.

The appropriation for a School Nurse, requested by the School Committee last year, was not granted, but, fortunately, the Red Cross, assisted by the Anti-Tuberculosis Society through the Christmas Seal Fund, came forward and provided a Public Health Nurse to work in the schools of Reading and North Reading beginning in October 1920. A large amount of important work has been accomplished. In addition to the regular inspection of children by the School Physician with whom the School Nurse co-operates, there has been an immense amount of fellow-up work dealing with teeth, tonsils, defective vision, and many other matters.

As the Red Cross is not expected to continue this work indefinitely, it is important that a sum should be provided in the budget for carrying on this work after the close of this school year.

Under this topic "Health Program" I ought not to omit to mention the "Home Making School" carried on in the Grouard House. Food, clothing, and cleanliness are being constantly dealt with in the most practical manner in this department. The matter of Athletics in Junior and Senior High Schools for both boys and girls should also be mentioned as a feature of our Health Program.

### THE OPPORTUNITY-ROOM

The legislature of 1919-20 passed a law requiring cities and towns to provide special classes for pupils retarded three years or more in their school course, provided ten or more pupils could be found. This law was the immediate cause of organizing this room, but, in carrying out the project, plans were made for providing for any child below the fifth grade who needed individual treatment. It is called an "Opportunity" room because it affords an opportunity to study the child's needs and deal with them individually. The retardation of pupils may be due to different causes of which lack of ability is only one. Dr. Wallin, an expert psychologist, estimates that not more than two per cent of backward children have been retarded because of feeble-mindedness. It is therefore the aim of the teacher of the "Opportunity-Room" to restore to the regular classes as many as possible of her pupils. In this she has been to a considerable degree successful. Besides enabling these pupils to surmount their difficulties and procure an education, the Opportunity-Room saves money by reducing the number of years repeated. Dr. Ayres' well known studies on "Laggards in our Schools," shows conclusively the enormous cost in money as well as time occasioned by the large number of repeaters.

### STANDARDS AND ADJUSTMENTS

The educational standards of the past have been by far too great a degree matters of impression or mere opinions. Until recently there were no standards of measurement or technique of evaluating re-



sults in comparison with other similar educational efforts. It is now possible to determine with scientific accuracy the relative efficiency of two classes—for example, in fourth grade arithmetic, or to compare the fourth grades of one town with the fourth grades of other towns. In a recent tabulation of all the schools of a particular grade in Reading, it was shown that the percentage of speed and accuracy in one particular school excelled all others by a wide margin. The work along this line deals with the fundamentals of arithmetic, reading, language, and penmanship.

Another line of testing that has proved useful is the general ability test. This is sometimes worked out to show the mental age relative to the chronological age. The pupils in the first grades of the Union St. School were all tested when they entered school in September and arranged in classes with the more mature ones together, as shown by the tests. It has been found that many of the causes of retardation are emotional disturbances capable of adjustment if handled tactfully. In one case a little trick of memory and a "ceremonial" in addition made the pupil slow in getting the answer and gave the impression of lack of ability. After a little adjustment the pupil was sent back to her regular grade and has gotten along satisfactorily. Miss Fannie Whittemore, who conducts this work, has written an interesting report which is appended. Your attention to this report is invited.

I would also call attention to the valuable reports of the Junior High School and of the Agricultural Department.

### SCHOOL ACCOMMODATIONS

In my report for nineteen hundred eighteen considerable space was devoted to discussing needs for a new schoolhouse for the elementary schools near Reading Square, in the near future. As the conditions have not changed materially in their general aspects, I would invite your attention again to that report. This problem should be carefully studied in order that when the time comes to act a wise plan of building may be promptly undertaken. The large increase in numbers in the Junior High School and in the Senior High School suggests the need of relieving that first named building of elementary pupils at no very distant date. A careful study of the distribution of pupils is being made as preliminary to a study of desirable locations for future buildings.

### PARENT-TEACHER ASSOCIATIONS

In the Prospect Street School and in the Lowell Street School organizations have been formed of parents and friends of the schools and important studies have been undertaken by groups of parents outside of the lectures at the regular meetings of the associations. It is a hopeful omen for the welfare of the schools.

I wish to thank the teachers for their steadfast efforts in these trying times and parents and citizens for their support and co-operation. I would also express my deep appreciation of the harmonious relations that have characterized the work of the School Committee. In times of great stress and unrest it is rare to find such uniform consideration and courtesy and such cordial cooperation and harmonizing of differences in view points.

Respectfully submitted,

ADELBERT L. SAFFORD,

Superintendent of Schools.

Dec. 31, 1920.



## REPORT OF INSTRUCTOR IN AGRICULTURE

---

MR. A. L. SAFFORD, SUPT. OF SCHOOLS, READING, MASS.

DEAR SIR:—I herewith submit for your approval my fourth annual report on the work and progress of the Agricultural Department, for the year ending December 31, 1920.

The word "progress" in the above paragraph has been used advisedly, for I believe that there never has been a more prosperous and progressive year in the Agricultural Department than the one through which we have just passed. A comparison of project profits between the seasons of 1919 and 1920 alone proves this statement, last year's total was \$5,311.17 as compared with \$8,502.98 for this year. This represents the amount earned by the boys on their own projects this year.

In January of this year the Department came under the direct supervision of the Federal Board for Vocational Education through the operation of the Smith-Lever Act.

Beginning directly after the Christmas recess and continuing for eight weeks both divisions of boys devoted their attention to a course in First Aid to Animals, given under the direction of Dr. Playdon of Reading. This course is to be given every fourth year and is of great value to any boy contemplating farming as a business. It not only gives him a clear insight into the common diseases of animals and their treatments, but also puts him in a position to judge when a sick animal is in need of professional services and what to do until the veterinary arrives.

Dr. Playdon is to be highly commended for the way in which he so ably instructed the students in this very necessary branch of agriculture.

After this eight weeks' course the regular class work was resumed. Projects were organized for the summer as usual. Several boys selected general farm work for their summer projects. I believe this is an ideal project, providing all the factors entering into it are of a proper nature. First, the man under whom the boy is to work should be in sympathy with the education of the young farmer and should give him every opportunity to get all the experience possible in as many different operations as time allows. Secondly, the farm on which the student is placed must be of such a nature that it offers a diversity of work and be of the progressive type. Thirdly, the living and social conditions must be such as will not discourage the young apprentice.

I found that the boys who were placed under the above conditions this last summer came back to us with a fund of new knowledge, experience, and enthusiasm. In all cases where students were placed on farms, I insisted that a boy be given full charge of at least one department in order to develop in him managerial ability.

The department was inspected from time to time by the state and Federal authorities and each time the work was approved without reservation.

The younger division again put up small packages of seeds for the children of the lower grades. This work is very valuable to the students in that it makes them very familiar with all types of garden seeds.

The fall enrollment was larger than ever and the new students proved to be bright and keen. Fruit and Poultry were the main subjects for this year, last year's having been Dairying and Gardening. Picking, packing and marketing apples were demonstrated and made into a practicable project by having the boys do work in various Reading orchards under the supervision of the instructor.

It is the plan of the Department to do as much practical work as possible directly in the field.

A labor record of each student is kept. From time to time the instructor gives tests in these practical operations and ranks the student. Each boy must pass with a grade of 80 in about two hundred practical operation tests during his four years in school in order to receive a diploma of graduation.

Beginning November 5, 1920, the students started their shop work under the instruction of Mr. Alfred Boehm. We have had several good shop instructors but never one who could compare with Mr. Boehm in adaptability and resourcefulness. The fact that two large cities made bids for his services is some indication of his value. The boys constructed wheelbarrows, ladders, benches, poultry appliances, etc. All the work was done in a thorough going workmanlike manner.

We again have a number of distinguished visitors from various parts of the United States and the World at large. Prof. Works of Cornell University again brought two classes to inspect our department.

The Agricultural department is fulfilling its function with much credit to the school and town, I believe. It is the largest agricultural department in the state. In keeping the young men interested in growing food for the nation we are doing a great service to America and mankind in general.

Respectfully submitted,

RUDOLF SUSSMANN.

## REPORT OF JUNIOR HIGH SCHOOL

---

MR. ADELBERT L. SAFFORD, SUPT. OF SCHOOLS, READING, MASS.

DEAR MR. SAFFORD:—At your request I am forwarding an informal report concerning our school.

On September 8, our Junior High School entered upon the sixth year of its history with an enrollment of two hundred fifty-four pupils, which number has since increased to two hundred sixty-one children.

Through our five years of experience the school has been growing in size and strength, until now it is established upon a firm basis. The work of our various departments is functioning smoothly and with increasing vigor. This stability of our organization is a very encouraging fact, particularly when we consider the many recent changes in our teaching staff. When we enter upon the work of the first week in January, we find that out of the sixteen teachers who work with our Junior High students, seven have come into our school work this fall. The ease with which our program moves on in these conditions is indicative of the virility of the school, not less than of the power and adaptability of our new teachers.

Possibly a brief outline of our organization may prove interesting to the public. Our school week covers thirty hours of school session, six hours each day. The daily session is divided into eight periods of forty minutes each. Of the thirty hours in the week's schedule twenty-two and one half hours are devoted to the usual subjects pursued in elementary schools, and the remaining time, seven hours and a half, are given to certain electives, which the pupil may select.

The electives offered arrange themselves naturally into four groups, which we term courses. They are as follows:

Academic Course:—French three and three fourths hours per week.

Mathematics, three and three fourths hours per week.

Commercial Course:—Typewriting or Spanish, three and three fourths hours per week.

Business Practice, three and three fourths hours per week.

Household Arts for Girls:—Drawing, one and one-half hours per week. Sewing, one and one-half hours per week. Cooking and Domestic Science, four and one-half hours.

Industrial Arts for Boys:—Drawing, one and one-half hours per week. Wood-working, Repairing, Gardening, six hours per week.

The extent of our daily session may seem long at first thought, but it must be recorded here that the daily session is broken by a luncheon period of twenty-five minutes, and that all the pupils have each day a recreation period of forty minutes. This period is occupied with athletic stunts, setting-up-drill and play, all of which is carried on upon our out-door playground, whenever the weather will permit.

Another relieving feature of this plan is the fact that we are able by it to eliminate home study. Under the old scheme of a five-hour session we were obliged to require an hour or more of home work from every student each night.

There are some interesting innovations which we are emphasizing this year. The project plan of teaching is being tried out by a by this process in self-reliance, initiative, and careful thinking. In number of our teachers with gratifying results. Such subjects as Science, English, History and Geography are made by this method surprisingly vital and appealing to the student. He is being trained fact, project teaching is not a new idea, and the strong emphasis which is being placed today upon this method of work by all our progressive teachers, simply points our return to those basic principles which are as old as education.

Two other new features which we have this year introduced into our work are attractive, the socialized recitation and the social organization of our class groups. All our teachers are carefully watching the effect of these new adventures and report that the children are responding cordially to the spirit of the scheme. We can see already good results in an increased manliness and womanliness, as well as growth of ability to assume new responsibilities.

Of the many needs of such a great school I might speak at great length, but will merely touch upon two, our crowded classes and our lack of rooms. This year when the generous appropriation of the town furnished us with another teacher, we were enabled to form our seniors into smaller classes with only thirty-three or thirty-four pupils to a group. The Juniors, however, are still seated in groups of forty-three or forty-four. Probably the class that enters our school from the sixth grades in September next will number twenty more than our present Junior class. The question of placing these pupils will be a puzzling one. It would seem that another teacher will be needed, but we shall have no room in which she could conduct classes.

In closing, let me say that the credit for the success of our work is due to our splendid band of efficient, loyal teachers, and to the inspiring help which your wise advice and your untiring interest in our work have daily furnished us.

Respectfully submitted,

ALICE BARROWS,

Prin. Junior High School.



## REPORT ON STANDARDS AND GUIDANCE

MR. A. L. SAFFORD, SUPT. OF SCHOOLS, READING, MASS.

DEAR SIR:—"In teaching the task supremely worth doing is the training and the education of the individual pupils."

With this objective I began my work in Standards and Guidance, September, 1920, in the Reading public schools.

The **first** step was to become personally acquainted with the pupils themselves. So the work began:—

1. By proper adjustment in so far as possible of the children at the beginning of their school life in the primary grades to the best environment for their first year in school.

2. By careful adjustment to the right grade and class of those pupils who were enrolled for the first time in the schools of this town, coming from other towns and cities of this and other states.

3. By special provisions for the pupils of the Opportunity Class, fitting them into grades and classes where they could secure the best advantages in different subjects.

4. By readjustment of any pupils in the several grades to classes and rooms where they could advance most evenly and smoothly for their special needs.

5. By observing carefully and directing extra work for mid-year promotion of those pupils whose standing in their group justified more rapid advancement.

6. By giving personal help daily to individual pupils, Grades 1 to 6 and to Junior High School students.

All of the above steps have been thoughtfully, carefully, and systematically carried forward through the personal interviews with the parents and the earnest co-operation of the teachers who have all worked zealously for the best good of the child. Many concrete cases have arisen under each sub-division of the above topics. At mid-year we shall know just where most individual help can be given in each and every class.

The second step was to "check up failure." Angelo Patri, the "School Master of a Great City", (New York) says:—"Sometimes, I wonder if most of the failures of the adult world did not start in the schoolrooms." So we are trying to "Open the school out wide." To "take a mistake as a challenge to our power to help. A failure is but a bugle call to rise up and press forward." So we play the game in every grade class-room, from day to day, week to week, and on



through the year of "Beat My Own Record." Below is the record of how well one third grade has played the game. Yes, we all help,—big sister or big brother, at home, some one at school who knows how to help, we teachers, mothers,—until the boy or girl is conscious he can hold his own with the group of which he is an essential member.

NAME	RANK		NAME	RANK	
	2d	1st		2d	1st
.....	A*	A	.....	A-	C
.....	A*	A-	.....	B	C-
.....	A*	A*	.....	A-	B
.....	A	C*	.....	B	D
.....	A*	A-	.....	B	B
.....	A*	A	.....	B	C
.....	A*	A	.....	B	C
.....	A	A	.....	B	C*
.....	A	A	.....	B	A
.....	A	A	.....	B	B*
.....	A	A-	.....	B-	C
.....	A	A	.....	B	B
.....	A	B	.....	B	B
.....	A	B-	.....	B	C
.....	A	C	.....	B	C
.....	A-	C	.....	C*	D*
.....	A	C	.....	C*	D-
.....	A-	B-	.....	C	B-
.....	A-	B-	.....	C	C
.....	A-	A-	.....	C	C
.....	A-	B	.....	C	D*
.....	A-	A-			

\* plus      - minus

The actual report for two weeks on progressive work shows that forty (40) pupils kept their record good or "beat their own record" by raising their mark a point, or more. In this same class nine pupils distinguished themselves by a big gain in their individual records.

THESE ARE RECORDS FOR GRADES 5-6 IN ONE SCHOOLROOM  
BEAT MY OWN RECORD

	OCTOBER			NOVEMBER					DECEMBER		
	11	18	25	1	8	15	22	29	6	13	21
GRADE 5											
Pupil No. 1	*	*	*		*		*	*			*
Pupil No. 2	*	*		*	*						
Pupil No. 3		*	*				*	*			*
Pupil No. 4		*						*	*		*
Pupil No. 5			*				*			*	
Pupil No. 6			*				*			*	
Pupil No. 7				*					*		
Pupil No. 8				*							
Pupil No. 9						*					
Pupil No. 10						*		*			
Pupil No. 11						*	*	*			
Pupil No. 12						*		*			
Pupil No. 13								*			*
Pupil No. 14								*			
Pupil No. 15								*			
Pupil No. 16									*		*
GRADE 6											
Pupil No. 1	*	*									
Pupil No. 2	*										
Pupil No. 3	*	*									
Pupil No. 4	*	*			*		*	*			
Pupil No. 5		*						*			
Pupil No. 6				*	*	*				*	*
Pupil No. 7											
Pupil No. 8											
Pupil No. 9											
Pupil No. 10											

a

"It is the little foxes that spoil the vines." Each week as classes and individuals we go over our lesson papers carefully, selecting that which needs most emphasis, for the next week's endeavors, gradually letting go those features in the daily lesson which will take care of themselves by necessary repetition.

If you ask a boy or girl of the grades the question: "Have you beaten our own record?" I believe he will answer, "Yes." It may be he has done it constantly in some one subject or more than once in his Reading, Arithmetic, Language, Spelling, Geography or History, or in any subject he pursues.

The third step in my work was to use standardized material for testing in the everyday subjects of the grades as games to play to verify the judgment, "to see that everybody is able to carry his share of the load and to experience the stimulus of succeeding alongside his fellows or of advancing more rapidly." Our results show, too, the relation of classes of the same grades in the different schools of the town, all things being equal in their group relationship. The compilation of this data or the sum total of facts shows where Reading stands in relation to the results already determined in so many towns and cities throughout the United States.

After a thorough investigation and much careful study of their value for measurement the following tests have been and will be used during the present school year:—

Dearborn Group Tests—Age—Grade, (*relationship*.)

Haggerty Group Tests—Age—Grade

Courtis Arithmetic to ascertain mechanical skill in fundamental processes of addition, subtraction, multiplication, and division.

Peet-Dearborn Progress Tests in Arithmetic:—

1. To measure the standing and progress of pupils in Arithmetic from time to time.
2. To differentiate the members of a class according to ability.
3. To diagnose the difficulties of a class as a whole and those of individual pupils.

Studebaker Economy Practice Exercises, Arithmetic.

Holmes's Reading.

Holmes's Writing.

Ayre's Handwriting Scale.

Foot and Ayre's Spelling Scale.

Harvard-Newton Composition Scale.

Adams' Silent Reading.

Dearborn-Westbrook Silent Reading.

No preparation is necessary for these tests, which we play as games. The pupil's record is between him and me and is used only for his advantage. The tests are used only where suited to the age and grade of the pupil. His school standing should correlate very highly with the test.

"Every individual is an asset capable of useful service in some particular line of work of direct benefit to the country. In order to make the most efficient use of all its resources, it is necessary to make strenuous exertions to discover what each individual is best qualified to do and to train each to use his abilities in the most effective manner. Applied to education this fundamental attitude produces two results that are of importance in the development of morale. The teacher's point of view shifts from a critical one, with

attention focused on discovering whether the individual measures up to the academic standards fixed by school authorities to one of friendly, not to say eager, interest to discover what each individual really can do well. The student's spirit also changes from one of discouragement and doubt of his ability ever to make good to one of interest and desire for achievement. Both of these results are of large importance in releasing energy for both the teacher and the student. They also have an immediate bearing on the enhancement of morale."

Of equal importance with my work is the work of the Health Nurse, and frequent consultations with her have aided materially in the decision made for the **best good** of the individual child.

My work of Standards and Guidance is not mine alone but the co-operative effort of every teacher and parent.

Your personal supervision of the work and the direction of Prof. W. F. Dearborn and Dr. E. A. Shaw, Graduate School of Education, Harvard University allow freedom for its fullest intent and purposes.

Respectfully submitted,

FANNIE C. WHITEMORE,

Standards and Guidance.

December 31, 1920.

READING HIGH SCHOOL

---

# Graduation Exercises

CLASS OF  
.. 1920 ..

---

HIGH SCHOOL HALL

TUESDAY EVENING, JUNE TWENTY-NINTH

EIGHT O'CLOCK



IVY DAY EXERCISES, CLASS OF 1920  
READING HIGH SCHOOL

MONDAY, JUNE TWENTY-EIGHTH, AT THREE O'CLOCK  
HIGH SCHOOL HALL

CLASS OFFICERS

ROGER WALKER BATCHELDER	President
MALCOLM SEWALL MacNAUGHT	Vice President
CHRISTIE M. WEBBER	Secretary
WILLIAM C. BROWN	Treasurer

CLASS DAY COMMITTEE

PERCY ENOCH ANDERSON, Chairman  
NEWTON LEARNED DILLAWAY  
BARBARA WOLCOTT HEDGES  
HAROLD WILLIAM MORAN  
MONA ISABELLE SMITH

Class Song

CHRISTIE M. WEBBER

1

On the crest of Reading's hills  
Unmatched you stand,  
Oh Reading High School, best in the land,  
Standing for the best,  
Unequaled by the rest,  
Onward, upward you've led us hand in hand.

*Chorus*

Twenty brings fond farewell to you,  
And thanks you for the joy of happy days here;  
Twenty sings loud in praise of you,  
Your high ideals shown by the ones we hold dear,  
(Our Seniors)  
Reading, we leave a pledge with you,  
That in the days to come to you we'll ere be true;  
Reading, for you we've love a-plenty,  
Nineteen twenty, here's to you!

2

Senior year, best of the four,  
Is ended quite.  
We leave our colors, the black and white;  
Reading's colors now  
We'll honor in their stead,  
And forever love the black and red.

*Chorus*

Twenty, etc.

## Overture and March

## HIGH SCHOOL ORCHESTRA

## 1. Address of Welcome and Presentation of Class Gift

DONALD THIRKELL PATRICK

## 2. Class Elections

NEWTON LEARNED DILLAWAY

1. Wittiest Boy
2. Wittiest Girl
3. Class Grind
4. Most Dignified
5. Most Courteous
6. Class Cut-up
7. Class Athlete
8. Class Flirt
9. Neatest Boy
10. Neatest Girl
11. Cutest Girl
12. Faculty Pet
13. Most Popular Girl

14. Most Popular Boy
15. Most Conscientious
16. Most Bashful Boy
17. Most Bashful Girl
18. Greatest Talker
19. Junior Boy
20. Junior Girl
21. Handsomest Boy
22. Prettiest Girl
23. Most Fashionable
24. Class Shark
25. Most Original
26. Most likely to succeed

## 3. Music by Selected Chorus

Evelyn Belcher, Gladys Borthwick, Warris Bredbury,  
 Thomas Fitzpatrick, Eleanor Hedges, Ronald Michelini,  
 Marjorie Quimby, Arthur Squires, Marion Starke

## 4. Class History

HAROLD WILLIAM MORAN

## 5. Class Prophecy

MARJORIE QUIMBY, MONA ISABELLE SMITH

## 6. Music by Selected Chorus

## 7. Class Will

HENRY KENDRICK HOLT

## 8. Class Song by Senior Class, assisted by

HAZEL PRESCOTT, Soloist

The audience is requested to adjourn to the grounds at  
 the front of the building for the

## PLANTING OF THE IVY

## 9. Ivy Oration

ROGER WALKER BATCHELDER, President of the Senior Class

## 10. Acceptance of the Spade

LAWRENCE SOUTWICK, President of the Junior Class

## READING HIGH SCHOOL GRADUATION EXERCISES

CLASS OF 1920

HIGH SCHOOL HALL

TUESDAY EVENING, JUNE TWENTY-NINTH AT EIGHT O'CLOCK

## PROGRAM

March	HIGH SCHOOL ORCHESTRA
Prayer	REV. MARION F. HAM
1. "Universal Military Training" (with Salutatory)	PERCY ENOCH ANDERSON
2. "Melodies from Far-Off Lands"	HELEN MAY THOMPSON
3. "Painting The World Red"	ARTHUR CUMMINGS MEAGHER
Selections by High School Chorus	
a. Wake, Miss Lindy— <i>Warner</i>	
b. A Night in June— <i>Tarpett</i>	
4. "Once Every Day"	BRADFORD GUILD SAVAGE
5. "The Old Order Changeth"	DORIS E. WARD
6. "Once Upon A Time" (with Valedictory)	HAZEL JEANNETTE PRESCOTT
Conferring of Diplomas	
WALTER S. PARKER, Chairman of School Committee	
Benediction	REV. JOHN WINGETT
Director of Music	ARTHUR HAROLD TOZER
Accompanist	EVELYN HOYT

## CLASS OF 1920

## COLLEGE COURSE

Percy Enoch Anderson	Edward F. Hodgdon
Roger Walker Batchelder	Henry Kendrick Holt
Cedric U. Beecher	Malcolm Sewall MacNaught
Warris K. Bredbury	Arthur Cummings Meagher
William C. Browne	Francis B. Parsons
Newton Learned Dillaway	Marjorie Quimby
Norman Herbert Evans	Helen May Thompson
Ella Elizabeth Gaw	Doris E. Ward
William C. Henderson	Christie M. Webber

## COMMERCIAL COURSE

Mildred May Averill	Arthur L. Dulong
Dion P. Burke	Claire Russell Haag
Edna May Chisholm	Lillian Gertrude Heselton
Ethel Mary Collins	Cecil Stacy Hume
Helen Gertrude Currell	Helen R. Ingalls
Walter F. Cutcliff	Harold William Moran
Catherine M. Desmond	Donald Thirkell Patrick
Elizabeth Winifred Dewey	Ralph Edgar Sargent
Mona Isabelle Smith	

## GENERAL COURSE

Donald M. Ainsworth	Kenneth Lang
Grace Carolyn Andrews	Arthur Eugene Langdon
Donald H. Briggs	Raymond A. MacCaughey
Bartholomew James Carney	Roderick Lawrence Phenev
John Edward Geary	Hazel Jeannette Prescott
Barbara Wolcott Hedges	Florence Aileen Sheldon

## AGRICULTURAL COURSE

Francis H. Geremonty	Bradford Guild Savage
Warren A. Vidito	

## NORMAL COURSE

Vivian Dorris Robinson

PUPILS GRADUATED FROM JUNIOR HIGH SCHOOL,  
JUNE, 1920

## GIRLS

Allard, Dorothy A.  
Allard, Helen J.  
Bangs, Winifred  
Barton, Florence  
Berle, Marjorie A.  
Blaisdel, Phyllis  
Buckle, Marjorie A.  
Burrage, Ruth  
Carter, Evelyn  
Clements, Edith  
Cobb, Ruth A.  
Crosby, Bernice P.  
Crosby, Hazel M.  
Davis, Marjorie I.  
De Marchi, Marie  
Dow, Evelyn L.

## GIRLS

Millett, Esther  
Middleton, Gertrude R.  
Merritt, Jessica H.  
Meuse, Katherine F.  
Morrow, Viola G.  
Muise, Georgianna  
Murphy, Gertrude M.  
Mussells, Sylvia F.  
Nodding, Phyllis  
Newhouse, Gladys M.  
Parker, Prudence  
Pettengill, Catherine  
Playdon, Heloise W.  
Porch, Dorcas  
Quinlan, Katherine A.  
Randall, Louie

## GIRLS

Edgerley, E. Evelyn  
 Gallant, M. Helen  
 Gaw, Jennie L.  
 Goddard, Florence L.  
 Halligan, Catherine M.  
 Hazelton, Ruth E.  
 Helrich, Svea  
 Hodson, Doris M.  
 Hook, Evelyn G.  
 Killam, Hazel C.  
 Knapp, Dorothy E.  
 Legro, Mildred E.  
 Marchetti, Nellie M.  
 Meagher, Geraldine T.  
 Menovich, Helen

## BOYS

Abbott, C. Frankel  
 Anderson, Karl M.  
 Babine, Richard H.  
 Bagness, A. Howard  
 Baker, Harold M.  
 Black, C. Leman  
 Blake, Charles M.  
 Bolton, Ernest T.  
 Carleton, Philemon P.  
 Conti, Ralph A.  
 Copeland, E. Rollins  
 Cronin, Harold J.  
 Crosby, Guy M.  
 Curtis, George E.  
 Davis, Donald G.  
 Dewey, Alden B.  
 Dow, Richard P.  
 Eeles, Charles C.  
 Emerson, Arthur W.  
 English, George J.  
 Felton, Edward M.  
 Fowler, Walter M.  
 Gallant, Aubin E.  
 Galvin, James  
 Hodson, A. Carleton  
 Johnson, Herbert  
 Kelch, W. Harvey  
 Kenney, Roger A.

## GIRLS

Richardson, Margaret  
 Sanborn, Martha H.  
 Scanlon, Effie  
 Sherry, Dorothy  
 Starr, Florence E.  
 Stevens, Ruth E.  
 Symonds, H. Elizabeth  
 Upton, Francella  
 Wall, Helen E.  
 Ward, Helen F.  
 Welch, Annie E.  
 White, Helen M.  
 Wichland, Annie S.  
 Winslow, Ruth M.

## BOYS

Killam, Gregory A.  
 Larson, Clifford E.  
 Lewis, John B.  
 Litchfield, Benjamin  
 Magnus, Henry  
 McBrien, Richard E.  
 McClintock, Norman  
 McKenney, Charles J.  
 McLeod, William M.  
 Middleton, J. Joseph  
 Miller, L. Cedric  
 Milton, Henry C.  
 Morrison, Kenneth  
 Murray, John J., Jr.  
 Ormisby, Irvin  
 Pratt, W. Ernest  
 Richards, James  
 Riessle, Roland R.  
 Riseman, Benjamin  
 Roxbee, H. Lawrence  
 Rudolph, John  
 Runge, Louis B.  
 Savage, Thomas W.  
 Sullivan, C. Harold  
 Turner, Richard  
 Weale, Kenneth M.  
 Whelton, David  
 White, Brooks  
 Whitehouse, Robert



TEACHERS IN SERVICE, DEC. 31, 1920, WHERE EDUCATED, YEAR APPOINTED  
ALSO ENROLLMENT FOR FOUR MONTHS ENDING DECEMBER 31, 1920

SCHOOL	GRADE OR SUBJECT	NAMES OF TEACHERS	WHERE EDUCATED	Year Appointed	Salary	Total Enrollment	Average Membership	Average Attendance	Per cent of Attendance
High School.....	IX-XII Principal	A. L. Safford, A. B., A. M....	Bates and Harvard Colleges....	1913	\$3500	422	388	360	93
"	English, Head of Department....	Helen R. Abbott, A. B.....	Mt. Holyoke College.....	1915	1600	.....	.....	.....	.....
"	Sten. and Type....	Edith M. Baldwin.....	Burdett College and Simmons, B. U. Sec. College.....	1920	1300	.....	.....	.....	.....
"	Com. Eng., Asst. Office.....	Elizabeth A. Batchelder....	Salem Normal, Simmons, B. U. College Bus. Adm.....	1916	1500	.....	.....	.....	.....
"	English, Hygiene, Coach, Gym....	Warren E. Benson, A. B....	Boston University.....	1920	1800	.....	.....	.....	.....
"	German, Asst. to Principal.....	Louise A. Berthold, A. B....	Tufts College, Harvard Summer..	1914	1600	.....	.....	.....	.....
"	Bookkeeping....	Alberta F. Drury.....	Salem Normal, B. U. Sec. Coll., B. U. Bus. Adm., Posse, Gym..	1917	1400	.....	.....	.....	.....
"	Sten. and Type, Head Dept....	E. Frances Greenhalgh....	Willimantic Normal, Bay Path Inst., B. U. Sec. College.....	1914	1500	.....	.....	.....	.....
"	Spanish.....	Lillian Jeffs, A. B.....	St. Lawrence University.....	1918	1600	.....	.....	.....	.....
"	Science and Eng. Algebra, Geom., French.....	Winthrop M. Johnson, B. S..	Tufts College.....	1919	1600	.....	.....	.....	.....
"	Drawing, High and Grades....	Helen G. Kershaw, A. B....	Radcliffe College.....	1919	1300	.....	.....	.....	.....
"	Sewing, High and Grades....	M. Adeline Lahaise.....	Mass. Normal Art School.....	1919	1300	.....	.....	.....	.....
"	Gym. for Girls, English.....	Rita Lahaise.....	Eliot School, Man. Training.....	1920	780	.....	.....	.....	.....
"	Com. Subjects, Dean of Girls, Sec. to Supt....	Laura W. Lewis, A. B.....	Tufts College.....	1920	1300	.....	.....	.....	.....
"	Science, Head Department....	Abigail H. Mingo, A. B.....	Boston Univ., Chandler Normal Shorthand School.....	1918	1500	.....	.....	.....	.....
"	French.....	Josephine M. Minihan, A. B.	Radcliffe College.....	1913	1600	.....	.....	.....	.....
"	Hist. and Civics	Marian T. Pratt, A. B.....	Wellesley College and France..	1919	1400	.....	.....	.....	.....
"	Latin.....	Ione D. Proctor, A. B.....	Radcliffe College and Harvard Summer School.....	1918	1500	.....	.....	.....	.....
"		Mildred B. Sussmann, A. B..	Radcliffe College.....	1919	1400	.....	.....	.....	.....

SCHOOL	GRADE	TEACHERS	WHERE EDUCATED	Year Appointed	Salaries	Total Enrollment	Average Membership	Average Attendance	Per cent. of Attendance
High School.....	Agriculture, and Dean of Boys..	Rudolf Sussmann, B.S. ....	Conn. Agr. Coll. and Mass. Agr. College .....	1917	\$2880	.....	.....	.....	.....
"	Man. Train., High Standards and Guidance .....	Alfred Boehm.....	Trade School, Germany .....	1920	1600	.....	.....	.....	.....
"	Music, High and Grades .....	Fannie C. Whittemore.....	Hyannis Normal Harvard Col... ..	1905	1400	.....	.....	.....	.....
		J. Albert Wilson.....	Harvard.....	1920	1000	.....	.....	.....	.....
Junior High.....	Principal.....	Alice Barrows.....	Bridgewater Normal School.....	1880	1800	.....	.....	.....	.....
"	Asst. Prin., Alg. and Arithmetic .....	Emma S. Page.....	N. H. State Normal ..	1889	1300	.....	.....	.....	.....
"	Eng. and Draw Manual Training .....	Eleanor F. Emerson.....	Salem Normal.....	1915	1250	43	42.4	39.6	33.5
"	Eng., Lit., Gram. Geog., Music, Cons. Geom....	Lyman E. Fancy.....	Mass. Nor. Art School, Col. Univ. Concord Training School.....	1918	1600	41	39.9	37.7	94.5
"	Science, Pen'ship Hist., Bus. Pr....	Alice E. Hood.....		1902	1250	42	39.8	36.4	91.5
"	Eng., Math., Pen. Phys. Director....	Louise Jenkins.....	Bridgewater Normal.....	1920	1250	44	42.3	39.9	94.3
"	Dom. Science....	Ida C. Lucas.....	Worcester Normal, Harvard Col. Gorham Normal School.....	1918	1250	45	42.9	39.8	92.8
Highland School	VI .....	Lestina M. Goddard.....		1920	1250	45	43.5	40.5	93.2
"	VI .....	Una M. Kimball.....	Sargent School.....	1920	1250	.....	.....	.....	.....
"	V .....	Helen A. Lengyel.....	University of Maine.....	1920	1250	.....	.....	.....	.....
"	V .....	Grace E. Clapp.....		1921	1250	.....	.....	.....	.....
	VI .....	A. Louise Fogg .....	Colby College .....	1920	1150	48	47	42.9	91.4
	VI .....	Caroline C. Grace .....	No. Adams Normal .....	1919	1150	51	47.2	44.8	94.8
	V .....	Rachel Perley .....	Keene, N. H., Normal School....	1920	1050	44	42.2	40.2	95.1
	V .....	Matilda J. Gamble .....	University of Chicago.....	1920	1050	46	45.6	39.6	91.7
Centre.....	IV .....	Vera Buckle, A. B .....	Boston University .....	1915	1100	43	40.7	38.6	94.7
"	Spec. Un. Class .....	Alda L. Parker.....	Westfield Normal .....	1914	1250	17	15	12.9	92.6
"	IV .....	Caryl M. Porter .....	Rust Kindergarten .....	1911	1250	46	43.3	39.6	91.6
"	III .....	Helen G. Quinlan .....	Salem Normal .....	1916	1100	42	37.5	36.7	92.8
"	IV .....	Emily S. Remick .....	Washington, Me., Normal.....	1913	1150	40	39.4	36.6	93.9
"	Principal, Gr. III .....	M. Grace Wakefield .....	Salem Normal.....	1890	1250	48	46.8	43.8	93.5

TEACHERS IN SERVICE, DEC. 31, 1920, WHERE EDUCATED, YEAR APPOINTED  
 ALSO ENROLLMENT FOR FOUR MONTHS ENDING DECEMBER 31, 1920—(CONTINUED)

Prospect St.	Prin., Grade II.	Ada E. Dow.	Lowell Normal	1908	\$1250	13	13	11.9	92
"	II	"	"	"	"	25	23.8	22.5	96.2
"	V	Glenna Dow	Hyannis Summer School	1920	1050	33	23.6	27.7	96.6
"	VI	"	"	"	"	21	20.5	8.	91
"	I	Marion A. Perry	Wheelock Training	1918	1100	38	36.7	32.01	90
"	IV	Olive S. Perry	Wheelock Training	1916	1150	42	41.4	35.2	92
Union St.	I	Mildred Benjamin	Fitchburg, Mass., Normal	1920	1150	44	36.7	35.1	92
"	II	Ethel J. Bent	New Haven Normal School	1911	1150	44	42.1	39	92.5
"	I	Marion H. Morgan	Bridgewater Normal	1904	1150	42	39.9	36.2	88.1
"	Prin., Grade I	Anna P. Reid	Reading High	1884	1250	42	40.4	36.4	90.2
Lowell St.	Prin., Grade IV	Nellie B. Beaton	Danvers High	1920	1250	23	22.2	20.9	94.6
"	V	"	"	"	"	13	12	11.2	94.3
"	VI	Annie Quillen	Salem Normal	1916	1050	29	27.2	22.4	88.2
"	VI	"	"	"	"	9	9	8.1	90.2
"	I	Winifred Cochrane	Plymouth Normal	1920	1150	22	22	21.4	98
"	II	Barbara Winship	Wheelock Training	1920	950	21	20	19.4	94
"	III	"	"	"	"	16	16	14.5	92
"	"	"	"	"	"	17	17	15	92
Chestnut Hill	Prin., Grade I	Isabelle P. Kiscock	Dean Academy	1911	1200	11	9.7	9.1	90.5
"	II	"	"	"	"	8	7.9	7	89.1
"	III	"	"	"	"	4	4	3.5	86.9
"	IV	Margaret Whittier	"	1916	1050	5	4.9	4.3	89.2
"	V	"	"	"	"	12	11	10.4	93.6
"	VI	"	"	"	"	3	3	2.7	91.4

# SCHOOL COMMITTEE EXPENDITURES, 1920, 1919, 1918

## Classified and Compared

Appropriation  
requested for  
1921

### GENERAL ACCOUNT:

	Expended 1920	Expended 1919	Expended 1918
\$ 90,000.00	\$70,132.95	\$47,609.71	\$42,759.16
6,350.00	5,730.51	4,359.75	4,056.75
1,350.00			
1. Teachers' and Supt's. Salaries . . . .			
2. Janitors' Salaries . . . . .			
3. Other Salaries			
Attendance Officer . . . . .	300.00	350.00	250.00
Medical Inspection . . . . .	350.00	100.00	150.00
	<hr/>	<hr/>	<hr/>
4. Transportation of Pupils . . . . .	650.00	450.00	400.00
5. School Tuition . . . . .	2,334.75	1,834.75	1,034.00
6. Books . . . . .		43.85	104.00
7. Supplies for Pupils . . . . .	2,734.78	2,259.64	1,460.17
8. Apparatus for Teaching . . . . .	1,363.16	2,877.83	2,799.91
9. General Expense . . . . .		630.01	529.83
Printing and Advertising . . . . .	201.18	60.54	3.39
Office Supplies . . . . .	155.06	217.06	186.64
Telephones . . . . .	414.50	325.28	253.01
Graduation, Miscellaneous . . . . .	175.99	311.44	84.05
Supt.'s Expense . . . . .	5.00		
Lectures, Public Meetings . . . . .	3.00		
Insurance . . . . .			245.10
	<hr/>	<hr/>	<hr/>
	954.82	914.32	772.19

# **SCHOOL COMMITTEE EXPENDITURES (Continued)**

6,500.00	10. Fuel .....	5,265.54	6,575.53	6,160.17
2,850.00	11. Building Maintenance .....			
	Gas and Electricity .....	811.03	495.92	408.12
	Water .....	487.64	371.15	437.30
	Trucking etc. ....	425.00	475.07	225.79
	Janitors' Supplies .....	1,122.76	487.95	511.51
		2,846.43	1,830.09	1,582.72
5,000.00	12. Repairs .....			
	Buildings .....	4,658.41	2,398.70	2,500.55
	Furniture .....	1,027.46	631.35	356.94
	Grounds .....	335.51	297.90	145.57
		6,021.38	3,327.95	3,003.06
\$122,850.00		\$100,613.27	\$72,713.43	\$64,661.96
2,850.00	Receipts not from tax levy		2,427.43	2,531.30
\$120,000.00	Net Cost .....		70,286.00	62,130.66
	AGRICULTURAL ACCOUNT:			
5,150.00	1. Teachers' Supt.'s & Janitors' salaries	4,242.26	3,460.00	3,056.33
400.00	2. Light, Fuel, Repairs .....	264.82	602.50	622.33
450.00	3. Books, Apparatus, Supplies .....		723.31	723.74
\$ 6,000.00		\$ 4,507.08	\$ 4,785.81	\$ 4,402.46



Appropriation requested for 1921	Expended 1920	Expended 1919	Expended 1918
3,000.00		2,648.96	2,421.85
Receipts not from tax levy			
3,000.00		2,136.85	1,980.61
Net Cost .....			
INDUSTRIAL TUITION ACCOUNT:			
Tuition Paid .....	118.00	80.25	205.34
Reimbursement from State .....			97.81
241.00			107.53
Net Cost .....			

## GENERAL ACCOUNT

## TRANSPORTATION:

## Street Railways:

Eastern Mass. Street Railway Co. . .	\$ 1,200.00
--------------------------------------	-------------

## Automobiles:

C. A. Adams .....	405.00
George H. Adams .....	180.00
Horace Fifield .....	156.25
J. T. Lovell .....	240.00
Rolland L. Perry .....	16.00
G. F. Wood .....	137.50

---

\$ 2,334.75

## BOOKS:

American Book Co. ....	58.34
American Railway Express Co. ....	16.25
D. Appleton & Co. ....	18.93
Atlantic Monthly Press Co. ....	.65
F. J. Barnard & Co. ....	172.84
Ed. E. Babb & Co. ....	243.63
Bruce Publishing Co. ....	5.50
Century Co. ....	9.00
Cummings' Express .....	26.10
P. R. Dillon Publishing Co. ....	2.00
Oliver Ditson Co. ....	43.01
E. P. Dutton .....	11.05
Ginn & Co. ....	318.69
Gregg Publishing Co. ....	25.47
J. L. Hammett Co. ....	3.09
C. S. Hammond & Co. ....	14.32
Harvard University .....	7.27
D. C. Heath & Co. ....	343.90
Houghton, Mifflin Co. ....	120.31
Iroquois Publishing Co. ....	.96
Charles E. Lauriat Co. ....	64.04
J. B. Lippincott Co. ....	18.96
Little, Brown & Co. ....	7.08
Lyons & Carnahan .....	49.29
Macmillan Co. ....	104.82
Mass. Child Labor Com. ....	10.00
G. & C. Merriam Co. ....	24.00
Charles E. Merrill Co. ....	10.64
National Edu. Association .....	5.00
National Express .....	5.79
National Geographic Society .....	16.50
Old Corner Book Store .....	133.83
Peirce & Co. ....	5.00

Pearson & Marsh, Inc. ....	34.50
J. W. Pepper & Son .....	3.00
Rand, McNally & Co. ....	11.41
Benj. G. Sanborn & Co. ....	80.31
Schoenhof's French Book Shop ....	9.23
School Arts Magazine .....	2.00
Scott, Foresman & Co. ....	18.47
Charles Scribner's Sons .....	18.37
A. W. Shaw Co. ....	3.60
Silver, Burditt & Co. ....	69.41
F. H. Thomas & Co. ....	2.00
Univers'y of Chicago (Dept. of Edu.)	5.00
John Wiley & Son .....	1.20
Williams Book Stores .....	10.00
J. Albert Wilson .....	1.50
John C. Winston Co. ....	86.50
World Book Co. ....	326.15
<hr/>	
	\$ 2,578.96

## SUPPLIES FOR PUPILS:

Adams Company .....	5.28
The Amigraph Co. ....	5.46
American Railway Express .....	6.72
Atlantic Chem. Co. ....	3.57
G. H. Atkinson Co. ....	20.97
Edw. E. Babb Co. ....	420.77
Milton, Bradley & Co. ....	61.37
Brewer & Co. ....	3.31
College Entrance Exam. Bd. ....	1.50
Cummings' Express .....	34.28
Dennison Mfg. Co. ....	6.39
Eastern Drug Co. ....	3.52
Francis Bros. ....	33.51
Ginn & Co. ....	184.98
J. L. Hammett Co. ....	479.34
Howe & French .....	125.17
Iroquois Publishing Co. ....	4.80
Jones, McDuffee & Stratton .....	4.21
Kenney Bros. & Wolkins' .....	243.00
L. E. Knott Appliance Co. ....	149.33
Helen A. Lengyel .....	1.25
J. B. Lippincott Co. ....	20.29
Lynn Sporting Goods Co. ....	9.80
H. B. McArdle .....	85.60
Macey-Morris Co. ....	80.00
B. L. Makepeace .....	2.00
Manifold Mfg. Co. ....	5.50

Mass. Tuberculosis League .....	14.92
H. M. Meserve & Co. ....	91.27
Metcalf Store .....	39.46
Millers Falls Co. ....	1.75
J. Minihan .....	3.55
F. H. Thomas .....	2.00
National Express Co. ....	6.49
Palmer & Parker Co. ....	81.38
The Horace Partridge Co. ....	3.10
Thos. E. Sanders .....	25.00
School Arts Magazine .....	.50
Song Shop .....	3.90
The Survey .....	4.00
Univ. of Chicago Bk. Store .....	41.66
Wadsworth, Howland Co., Inc. ....	17.87
Wales Adding Machine Co. ....	.87
F. Wallace .....	244.23
Ward's .....	38.55
Whitall, Tatum Co. ....	22.71
W. H. Willis .....	69.30
A. J. Wilkinson & Co. ....	11.23
Wright & Ditson .....	2.00
Wright & Potter Printing Co. ....	7.12
<hr/>	
	\$ 2,734.78

## APPARATUS FOR TEACHING:

American City .....	4.25
Edw. E. Babb .....	53.20
Joseph Breck .....	5.26
James W. Brine Co. ....	31.50
Columbia Graphophone Co. ....	.95
Ginn & Co. ....	12.76
Harvard Co-operative Store .....	22.62
Iroquois Publishing Co. ....	3.70
Kenney Bros. & Wolkins .....	83.94
L. E. Knott App. Co. ....	74.48
Lynn Sporting Goods Co. ....	21.35
Model Typewriter Co. ....	148.75
Royal Typewriter Co. ....	613.15
A. J. Nystrom & Co. ....	15.03
A. T. Thompson .....	9.75
Wales Adding Machine Co. ....	225.00
Whitall, Tatum Co. ....	25.37
A. J. Wilkinson & Co. ....	12.09
<hr/>	
	\$ 1,363.15

## GENERAL EXPENSE:

Graphic Duplicate Co. ....	19.50	
H. B. McArdle .....	103.00	
Macey-Morris Co. ....	4.00	
H. M. Meserve .....	8.50	
Reading Chronicle .....	13.75	
Wadsworth, Howland & Co. ....	2.75	
Ward's .....	.50	
Wright & Potter Co. ....	3.06	
Printing and Advertising:		
W. E. & J. F. Twombly .....	201.08	
Telephones:		
N. E. Tel. & Tel. Co. ....	414.59	
Graduation and Miscellaneous:		
Adams Co. ....	.73	
Edward E. Babb .....	18.20	
Milton, Bradley Co. ....	14.40	
M. F. Charles .....	16.35	
Frost & Adams Co. ....	3.00	
M. Adeline Lahaise .....	18.20	
Jewell & Andrews .....	87.00	
National Educ. Assoc. ....	5.00	
Oval & Koster .....	5.75	
Reading Chronicle .....	7.36	
Superintendent's Expenses:		
National Educ. Assn .....	5.00	
Law Enforcement:		
Macey-Morris Co. ....	3.00	
	<hr/>	\$ 954.82

## FUEL:

C. I. Batchelder .....	20.00	
W. Bancroft & Co. ....	317.31	
Municipal Light Board .....	3,529.15	
P. N. Sweetser .....	929.08	
O. P. Symonds & Son .....	460.00	
Charles Wakefield .....	10.00	
	<hr/>	\$ 5,265.54

## BUILDING MAINTENANCE:

Gas and Electricity:		
Malden & Melrose Gas Lt. Co. ....	135.15	
Municipal Light Board .....	675.88	
	<hr/>	\$ 811.03
Water:		
Reading Water Works .....	477.64	
S. L. Thompson .....	10.00	
	<hr/>	\$ 487.64



## Trucking Ashes, Etc.:

Stanley Andrews .....	10.00	
Donald Briggs .....	10.00	
Cummings' Express .....	19.35	
John Goff & Co. ....	4.22	
E. C. Hanscom .....	17.00	
P. N. Sweetser .....	356.08	
F. O. Wyman .....	2.50	
Angelo Zanni .....	5.85	
	<hr/>	\$ 425.00

## Janitors' Supplies:

American Railway Express Co. ....	1.49	
G. H. Atkinson & Co. ....	2.17	
Milton, Bradley & Co. ....	37.52	
Bruce Publishing Co. ....	7.70	
A. & E. Burton Co. ....	58.00	
Cummings' Express Co. ....	1.00	
H. I. Dallman Co. ....	239.99	
A. W. Danforth .....	1.50	
T. C. Fife .....	1.75	
N. C. Hayner Co. ....	135.65	
Hodge Boiler Works .....	5.25	
Hodson Bros. ....	9.59	
J. B. Hunter .....	4.95	
F. M. Jameson .....	48.00	
H. B. McArdle .....	45.00	
Masury-Young Co. ....	170.30	
S. R. Stembridge .....	102.65	
Uncle Hiram's .....	15.00	
F. Wallace .....	160.13	
West Disinfecting Co. ....	45.00	
G. H. Worcester & Co. ....	30.12	
	<hr/>	\$ 1,122.76

## REPAIRS:

## Buildings:

Allen Bros. ....	4.00
Allen Shade Holder .....	91.29
Wendell, Bancroft & Co. ....	26.72
Carpenter-Morton Co. ....	.45
Chamberlain Metal Weather Strip Co.	40.00
R. D. Clapp .....	115.40
Clapp & Leach .....	93.02
Cummings' Express .....	4.60
Devoe & Reynolds Co. ....	34.95
Louis Elmwood .....	38.80
Farley, Harvey & Co. ....	20.02

T. C. Fife .....	1,167.08
Francis Bros. ....	166.50
E. C. Hanscom .....	7.05
Hodge Boiler Works .....	181.35
Hodson Bros. ....	112.40
B. J. Leathers .....	91.35
J. M. Maxwell, Jr. ....	1.60
J. M. Maxwell & Son .....	152.09
Pettingill & Andrews .....	46.69
Standard Elec. Time Co. ....	13.52
Stewart & Robertson .....	1,961.97
P. N. Sweetser .....	225.00
A. J. Wilkinson & Co. ....	62.56
	<hr/>
	\$ 4,658.41

## Furniture:

Edward E. Babb & Co. ....	14.80
F. M. Crosby .....	86.50
Isaiah Crosby .....	4.00
Cummings' Express .....	25.31
Heywood Bros. & Wakefield Co....	755.76
Hodson Bros. ....	56.63
Kenney Bros. & Wolkins .....	4.06
Morandi-Proctor Co. ....	15.06
James A. Murphy .....	3.00
F. D. Sperry .....	52.92
Stewart & Robertson .....	9.42
	<hr/>
	\$ 1,027.46 .

## Grounds:

J. Breck & Sons .....	1.11
R. P. Burgess .....	17.50
R. D. Clapp .....	1.45
Mathew Devaney .....	107.00
William Kelch .....	9.00
E. A. Meekins .....	65.25
Theodore Surette .....	6.00
A. T. Thompson & Co. ....	107.20
John N. Weston .....	16.00
Angelo Zanni .....	5.00
	<hr/>
	\$ 335.51

## AGRICULTURAL ACCOUNT

## Books:

DeWolfe & Fiske .....	8.35
Doubleday, Page & Co. ....	2.00

Hoard's Dairyman .....	4.00		
J. P. Lippincott Co. ....	19.25		
Old Corner Book Store .....	11.67		
		<hr/>	
		\$	45.27

## SUPPLIES FOR PUPILS:

W. Bancroft & Co. ....	37.61		
J. Breck & Sons .....	38.55		
Fottler, Fiske & Rawson .....	11.60		
Ralph Harris & Co. ....	1.17		
Hub Wire Cloth & Wire Work Co.	33.00		
Fred M. Smith .....	17.42		
		<hr/>	
		\$	139.35

## APPARATUS FOR TEACHING:

A. J. Wilkinson .....	17.94		
Wright-Zeigler Co. ....	12.26		
		<hr/>	
		\$	30.20

## REPAIRS:

Brooks, Gill & Co. ....	50.00		
-------------------------	-------	--	--

## INDUSTRIAL SCHOOLS

## TUITION:

Town of Wakefield .....	118.00		
-------------------------	--------	--	--

## REPORT OF PUBLIC LIBRARY

The Trustees of the Public Library submit the following report:

### ORGANIZATION OF THE BOARD

The organization of the Trustees was effected at the beginning of the year by the choice of Mr. Wadlin as chairman and of Mr. Mansfield as secretary.

### EXPENSES OF THE LIBRARY

Following is a condensed financial statement:

Appropriation, Direct Tax, 1920:

Salaries .....	\$1,200.00
Maintenance .....	1,875.00
<hr/>	
Total, from tax levy .....	\$3,075.00
Balance, re-appropriated .....	134.38
Refund .....	1.25
<hr/>	
Total available appropriation .....	\$3,210.63

### EXPENDED

Salaries: Librarian, assistants and janitor ....	\$1,216.89
Books and periodicals including re-binding ...	1,219.41
Printing and stationery, etc. ....	83.03
Fuel, light and water .....	513.43
Repairs, etc. ....	108.88
Miscellaneous expense .....	39.97
<hr/>	
	\$3,181.61
<hr/>	
Balance unexpended .....	\$ 29.02

The item "repairs, etc." includes the cost of constructing and placing concrete stepping stones across the front of the building to connect with the new brick walk which had previously been completed at the Municipal Building. This expense amounted to \$77.90.

The mounting cost of everything during recent years has affected us, as well as every other town department. For example, books which used to cost \$1.00 net now cost \$1.80, and periodicals and other supplies have advanced in proportion. At the same time the use of the library is constantly increasing, as it ought to increase, and it is only by the exercise of most careful economy that we have been

able to get through the year without exceeding our appropriation. Fuel, as everybody knows, draws heavily from the annual budget whether it be for domestic or public uses. This item touches everybody who has to maintain a house, and it will be understood how serious a problem it presents to us, working, as we always are, under a segregated budget, offering little margin for exceptional and not wholly foreseen increases.

Nevertheless we have completed the year without a deficit, and rely upon the town to consider present conditions in passing upon the appropriation for the coming year in order that there may be no reduction in the service of the library, and that the necessity of merely marking time may be avoided, when we ought to be making progress commensurate with our present resources.

Upon this point we again state, since repetition may be necessary to keep the fact clearly in mind, that the cost of the library is an almost negligible factor in the determination of the tax rate. For example, in 1920 the total amount of real and personal estate assessed April first was \$9,196,445, and the total tax assessed at that date (exclusive of the fixed amount raised on polls and the special tax collected on moth work) was \$283,250.98; the rate being \$30.80 per \$1,000. Had no appropriation whatever been made for the library, the tax rate would have been \$30.46. That is, the entire expense of the library, in this period of high prices, amounted to but 34 cents on a \$1,000 of the real and personal property subject to taxation by the town.

The net cost of the library to the town is however actually less than appears from the amount of the direct appropriation, since receipts from fines, etc., income of the department paid into the treasury amounted to \$217.00, and the amount of residue of dog tax received by the treasury from the county, which as a matter of book-keeping appears in the gross receipts of the town, amounted to \$707.66.

This dog tax money is (under the provisions of law) applicable, to the library, and in Reading the library has always received it directly, or, under the present method of accounting, its equivalent. These two items of money received keep the general tax rate down, and in effect offset an amount of library expense by which the actual net cost of the library to the town is reduced to \$2,150.34; and this is equivalent to 23 cents on a \$1,000 of real and personal property taxable by the town.

Strictly speaking therefore, and allowing for the credits of library receipts and dog tax money, this means that for every \$30.80 paid in taxes last year, only 23 cents was due to the cost of the library; or, to put it in another way, every tax payer who paid taxes on property valued at \$3,500, which is, perhaps an average amount, paid in all \$107.80; but on account of the library paid in direct tax but \$1.19 and in net cost but seventy and one-half cents.



Here are some interesting figures for comparison. In the years 1914-15-16, the library had no building of its own. It was operating in a rather crude way, forced upon us by the necessity of using the only available premises in town, for which we paid annually a considerable part of our income. The library was open to the public 16 hours each week, and the circulation of volumes for home use was 22,868 in 1914.

In 1920 we have the new building, properly planned for library purposes, entirely devoted to library needs, convenient, commodious, centrally located, and an architectural accession of value to the town, apart from its importance to the library itself. The library is open 23 hours each week, some part of every day except Friday and Sunday. The circulation of volumes for home use in 1920 was 34,048. Now here is the interesting point:

The change has been effected without increasing the cost of maintenance to the individual tax payer. Allowing for the offsets in direct cost, by reason of dog tax and fine receipts in each year compared, the average cost chargeable against the tax levy, for the three years 1914-15-16 was 23 cents per \$1,000 of taxable property as valued by the assessors. In 1920, as shown above, the cost similarly figured was also 23 cents per \$1,000.

In other words, although the general tax rate was \$19.20 per \$1,000 in 1914; \$20.50 in 1915; and \$20.60 in 1916; rising to \$30.80 in 1920; the net cost of the library as reflected in the tax rate, has not risen, while the number of hours open has been increased nearly 44 percent; and the number of volumes circulated for home use, in 1920 as compared with 1914, has increased nearly 49 percent. The service the library is now giving, especially in facilities for reading in the building, and in connection with the pupils of the schools, is also proportionately greater than in 1914 although it cannot be expressed in percentages.

Whatever has caused the tax rate to increase, it has not been affected by the annual cost of maintenance of the library, or, as some persons feared it would be, by the occupancy of the new building. It would not have been a matter open to just criticism, we believe, if, under the present satisfactory and improved conditions as compared with those formerly accepted because unavoidable, the cost had somewhat increased. That it has remained substantially uniform when figured in its relations to the tax rate, is of course gratifying to the Trustees, as we think it must be to the town. It varies a few cents per \$1,000 of valuation, up or down, from year to year, but in our comparison we have taken an average of three consecutive years under the old conditions, thus eliminating the slight yearly variation, and have also used the year covered by this report, when the routine in the new building has become settled, although every item

entering into the expense of 1920 has been affected by the abnormal price level of the present.

It is, however, true that the cost of maintaining a public library, like the cost of the public schools, has direct relation to the character of the service rendered, and is not to be measured wholly by the actual dollars spent. The library could easily be subjected to an unwise effort to save money by impairing its efficiency. To operate fewer hours, to do less for the children, to buy fewer new books—this would save money, but the loss in efficiency would be greater than would appear in dollars saved. More money than we are likely to be able to spend might be spent to advantage; and the failure to operate the library with reasonable regard to its power to operate,—that is, to fail to utilize its resources as far as practicable, would be as unwise, and really as uneconomical, as to permit a manufacturing plant to lie idle or to run on half-time when that could be prevented. In either case capital which has been invested would remain unproductive. This is a homely illustration, but we think the analogy is fairly drawn, and will be accepted as an approximate statement, at least, of the truth.

We have dwelt upon the point of the minor expenses of the library, relative to the other expenses of the town; especially as related to the tax rate, and of the record which has been made of increase in service without materially lifting the cost per \$1,000 of taxable property, not only that the town may be fully informed upon these matters, but because we ask for a slight increase in our appropriation for 1921, to be devoted to purposes hereinafter mentioned. This increase however will not materially affect the status of the library, as reflected in the comparisons we have made.

#### ADDITIONS TO THE LIBRARY

Volumes in library, close of 1919 .....	10,265
Volumes bought, including replacements .....	492
Received by gift .....	70
	<hr/>
	10,827
Worn out, and not replaced .....	226
	<hr/>
Total number of volumes, Dec. 31, 1920 .....	10,601

The volumes purchased include 125 in the class "fiction, for adults", and 29 "Juvenile fiction". 166 "non-fiction," adults, and 48 "non-fiction", juvenile. The gifts include 22 public documents (state and national).

## USE OF THE LIBRARY

Volumes borrowed for home use .....	34,048
Increase over previous year .....	1,425
Largest monthly circulation, March .....	3,233
Smallest, August .....	2,417
Number of new borrowers registered .....	448

## RECEIPTS OF THE LIBRARY

These include:

Fines, etc., collected (for over-detention of books, chiefly) ..	\$207.81
Waste paper, etc., sold .....	5.35
Cash on hand, Jan. 1, 1920 .....	13.92
	<hr/>
	\$227.08
Paid to Town Treasurer .....	217.00
	<hr/>
Balance on hand .....	\$ 10.08

## The Librarian reports:

"In the summer the Massachusetts Woman's Educational Association lent to the library a set of pictures of birds and fish, which was placed on exhibition for several weeks.

"The vertical file case delivered last spring has proved useful in making easily available the many State and United States pamphlets received. Some of the questions asked by High School pupils could be answered only by the use of this material, reference work which in previous years it has not been possible to perform quickly. There has been a much greater use of the library for reference work by the pupils of the High and Junior High Schools, so that on many days the services of both the librarian and the assistant have been constantly required. During the slack time in summer and whenever opportunity has occurred, the librarian has been occupied with the re-classifying of the books by the decimal system, as suggested last year. All the poetry has been re-classified, also the few books we have on psychology, home economics and hygiene, and a start has been made on biography. In the last named class about 160 volumes have been re-classified, bringing together all biographies of any person, regardless of author, an advantage both to librarian and the public.

"In doing this work the more popular books and those used for reference work have been re-classified first, and the plan of displaying these, as re-catalogued, on the desk near the entrance, has brought some of them into active circulation.

"The librarian attended the summer meeting of Massachusetts Librarians at the Isles of Shoals, and also the library institute held at Simmons College in July. At the institute meetings there were

helpful lectures on children's books, given by Miss Hunt, superintendent of the Children's Department of the Brooklyn Public Library, who also distributed classified lists of good books for children, from which the librarian has made a selection recently purchased, with others reserved for purchase in the future."

### USE OF THE LECTURE ROOM

The Lecture room in the basement of the Library building has been used by the civics class (under direction of the Woman's Club) and by various committees of the club; by the Girl Scout Council; the College Club; and for a public musical recital and lecture by Miss Copp. Also, during the fall, a class on American Citizenship has met in the room, promoted by Miss Cora Jaquith and conducted by the University Extension Department of the Commonwealth.

The story hour for children is also held here.

For the information of the public it may be well to state the conditions governing the use of the Lecture Room. These conditions are not altogether fixed by the Trustees but depend primarily upon the use to which the building itself is dedicated, namely, that of a free public library. The gift accepted by the town of the principal part of its cost determines that, if there were no other considerations. Therefore:

1. Like any department of the library it is free, under proper regulations made or to be made by the Trustees. Hence there is no fee for its use.
2. Its use is subject at all times to the control of the librarian, acting in the exercise of her discretion, as the executive of the Trustees.
3. It is not to be used for controversial, partisan or sectarian purposes, or for those which are not educational in their general character, or for purposes which would interfere with the quiet and convenient operation of the library proper, or discommode its patrons.
4. The lectures, readings or other functions given there are to be free to the public, that is, not for private profit or controlled by an admission fee. In the case of classes for instruction this does not prevent a nominal charge to cover cost of materials or to ensure the constant attendance of members.

It will be plain from the foregoing that the Lecture Room is not a public hall, as that term is generally used, but is a department of the library. The Trustees are necessarily the arbiters of what may be carried on there. They wish however to promote the use of the room in accordance with this general statement of policy, thereby making the library, as a whole, of the greatest possible public benefit



as an educational institution. They will therefore permit its use whenever they may consistently do so.

#### BUDGET FOR 1921

When the rate of pay of the janitor of the new building was fixed at \$9.00 per week, in conjunction with the Selectmen's arrangement for paying for the care of the Municipal Building, the library being charged with its proportionate share of the janitor service required on both buildings, the janitor in our case was expected to pay for certain extra cleaning, as required, at rates then prevailing for such work. These rates have since increased considerably and until now the janitor has borne the increased expense, thereby reducing to an equivalent extent the amount left for his personal compensation. We think this hardly fair to him, and therefore we have included in our salary budget for the year 1921 the sum of \$1.00 per week, raising the amount paid him from \$9.00 to \$10.00 in order that he may meet the increased cost of the extra cleaning mentioned, without diminishing his own compensation below the sum fixed when the original agreement was made.

The pay of the Assistant Librarian has heretofore, ever since an assistant was required, been based upon hourly rates. At first only part time service was required and the arrangement seemed equitable. Now however, and especially since the new building has been occupied, comparatively regular and continuous service is needed. No recent increase in the rate per hour has been made, and it remains at 25 cents, sufficient for a young and inexperienced person, but obviously wholly inadequate for the sort of service now demanded, and out of proportion to rates paid for clerical or even untrained work of any kind. We wish to pay the Assistant hereafter either a fixed annual salary or an hourly rate more nearly in accordance with the kind of work performed.

It may be of interest to state that during the year the librarian has received an offer of more than double the salary she is now receiving, but for personal reasons declined it. There is no equitable reason why we should profit by personal considerations which may induce her to remain here, and while we cannot, of course, compete with places having larger financial resources, we ought not to disregard entirely the usual standard of compensation for similar services paid elsewhere. We are of the opinion that some increase should be made in the salary fixed for the place, regardless of personal considerations. It would be impossible to obtain a trained librarian, if a vacancy should occur, for anything like the sum we are now paying.

To cover these salary re-adjustments, and to allow a small additional amount for such extra service, by the hour, for temporary assistants, as required in unusually busy times during the year, we



have increased our salary budget to \$1,500 for the coming year. We have also closely estimated the cost of maintenance (in addition to salaries) with due regard to contingencies, and submit the following, in detail:

Fuel, heat and water .....	\$ 500.00
Printing and supplies .....	100.00
Books, periodicals, binding, etc. ....	1,500.00
Repairs, etc. ....	150.00
Miscellaneous expenses .....	50.00

Total .....	\$2,300.00
-------------	------------

Making the total appropriations required for 1921:

Salaries .....	\$1,500.00
Maintenance .....	2,300.00

Total .....	\$3,800.00
-------------	------------

This may be compared with the appropriation of \$3,075.00 for 1920.

We estimate the receipts of the Department to be turned into the treasury of the town, at \$200, and the dog tax as about \$700.

### CONCLUSION

We place upon record our acknowledgement of the efficient service of Miss Bertha L. Brown, Librarian and of Miss Grace Abbott assistant.

Mr. Stinchfield, as usual, has faithfully performed his work, as janitor and has been uniformly helpful.

Two vacancies are to be filled at the town meeting, the terms of Arthur N. Mansfield and Charles F. Doughty, expiring.

Respectfully submitted,

HORACE G. WADLIN, Chairm'n,  
 ARTHUR N. MANSFIELD, Sec'y,  
 CHARLES F. DOUGHTY,  
 RALPH S. KENEELY,  
 FRANK C. CARTER,  
 FANNIE C. WHITEMORE,

Trustees.

Adopted as the Report of the Trustees, Feb. 4, 1921.

## REPORT OF PARK COMMISSION

---

The past year has been a busy one. In January a communication was received from the Boston Society of Landscape Architects, asking for pictures of what had been done in Reading in connection with the Memorial Park, for publication in their magazines.

Just before Community Day, Mrs. Clara G. Brande donated two lots of land to the town for use in connection with the park. These are located on Main Street and contain about twenty-six thousand square feet. This very generous gift has made possible the much needed entrance to Memorial Park from Main Street, and will be of even greater benefit when the park shall have been more nearly completed with amphitheatre for use of band concerts, pageants, etc. The property has been properly deeded to and is now the property of the town. We take this opportunity to publicly express the town's appreciation for this most generous gift. It is hoped that others may, by further gifts, add to the area of land to be held permanently for the town's benefit. The land on which the old car-barns stand on Salem Street offers a fine chance to improve the town and the park at the same time, and it is earnestly hoped that some public-spirited citizen or group of citizens may arrange for the purchasing and deeding of this to the town at an early date.

On April 19th of this year, Reading held her second Community Day, and it was as successful as in 1919, with many added attractions. The splendid pageant given under the auspices of the Recreation Committee of the Women's Club by Miss Joy Higgins of the Community Service at Boston was elaborate and finely carried out in every detail.

The work begun on our first Community Day was carried on toward completion; a rest house for mothers was built in connection with the children's playground near Community House; much work was done by the various squads of workers under able leadership. The new land given by Mrs. Brande was much improved by a foot-path from Main Street, and the entrance from Salem Street was greatly improved in appearance by filling, sodding, and planting. These are only a few of the many activities of the 1920 Community Day.

Congressman John Jacob Rogers was on hand again this year and helped by his presence and active interest. In the afternoon, near the end of the day, he spoke to a large gathering, giving a stirring and patriotic address, finely suited to the occasion.

Many were the gifts of money, shrubs, plants, etc., from friends who believed in the community spirit and whose encouragement was a great help to the community. The medium of advertising was again utilized extensively to draw out a large crowd, and many devices were used to attract attention and stimulate interest.

Last year's motto, "We will help," was used again. This year's motto was "Be a neighbor for a day".

Through the Recreation Committee of the Women's Club, moving pictures were taken during the day. Many of these pictures were successful and will form the beginning of a history of the town in pictures. These pictures were shown at the local theatre to good audiences, who showed great interest. Only those closely connected with the taking and production of these films realize what an immense amount of work was connected with the undertaking, and the committee of women who undertook and carried out this project certainly deserve the greatest praise for their untiring energy and successful results.

Community spirit is to be found in many localities, but we feel that our town is especially fortunate in this way; many of our citizens have shown this spirit during the past year, notably Messrs. Henry R. Johnson and Edward B. Eames, who volunteered to finish the work began and partially completed on Community Day in connection with the Main Street entrance. This work was urgently needed this year and the town was relieved of considerable expenses by this kind offer of assistance. Those who have used this entrance during the summer and fall know how thoroughly the work was carried out.

In reporting the playground work done by the Recreation Committee of the Women's Club, the commission wishes to state that they consider this the most important work done in connection with Memorial Park. Many children and also grown-ups who, for various reasons, have been denied the benefit of a vacation, have found health and recreation through organized play under the direction of two play directors engaged and paid for by the Women's Club. The twilight games, competitive matches, children's parade, etc., were features of especial benefit and were all most successful.

The Club took up this philanthropic work in 1919 as an object lesson and have proved its worth to the citizens. This year they ask the town to relieve them of part of the expense, they continuing their work in carrying it on.

In order to protect the play apparatus, such as swings, see-saws, slides, etc., it was found necessary in 1919 to have them fenced in with a non-climbable fence. Last year an appropriation of five hundred dollars was asked for by the Commission and granted by the town. This amount of money was asked for after procuring bids from reliable concerns, but during the three months which elapsed

before the contract for the fence could be awarded, prices had changed and it was necessary to pay quite an advance. This, with the larger area which it was found advisable to enclose, necessitated our over-running our allowance or giving up the project. We chose the former, and this has necessitated the asking for an appropriation this year to pay the balance of the bill. Eventually, a still larger area should be enclosed.

The playground has been very popular, and we hope the town will stand behind the Women's Club and ourselves in continuing and improving this most important feature of the park and town.

Last year the town appropriated five hundred dollars for a caretaker, and the Commission engaged Mr. W. L. Wardwell for this work, and he was paid for seventeen weeks' work. Next year he should be employed for a longer period.

Sundry matters, such as the setting of the gate valve in the dam and the lengthening of the dam itself, were completed and the dam is now in excellent condition, as can be seen by the fine skating area which has been used so much this winter.

The bronze tablet has been set and stone wall built between the two large posts at entrances to path on Salem Street.

The following financial report shows receipts and expenditures for 1920:

Appropriation, balance Miss Pierce's gift, un-	
expended balance .....	\$1,793.18

Expenditures:

Memorial Park—

Caretaker .....	\$ 425.00
Printing report in Chronicle ..	20.00
Lumber for dam .....	62.80
Lumber and labor on rest house, community house, etc. ....	226.17
Labor on dam, including setting of gate valve .....	65.56
Bldg. stone wall and setting tablet .....	100.00
Toilet sup'lies, community house	26.50
Labor on tennis courts .....	12.00
Tools, etc. ....	62.04
Supplies .....	18.40
Warren H. Manning, yearly con- tract .....	33.33
Sundries .....	31.35
Fencing Park, paid on account	500.00

---

\$1,643.72

Appropriation, etc. ....		1,793.18
Expenditures .....	1,643.72	
Expenditures:		
Common and Leach Park .....	105.35	
	<hr/>	1,749.07
Unexpended Balance .....	.. \$	44.11
Unpaid bills:		
A Zani & Sons .....	\$ 185.00	
W. A. Snow Iron Works, esti-		
mated balance of bill .....	300.00	
	<hr/>	\$485.00

In closing this report, we wish to thank the host of citizens and friends from outside of town who have assisted us in many ways during the year. We feel that Memorial Park is now an assured success and that the results that have been attained have been most profitable and encouraging.

Regarding future work, in addition to that in Memorial Park, we feel that improvements should be made to the Common, which being so prominently located makes this project specially necessary.

Respectfully submitted,

GALEN A. PARKER, Ch'm'n,  
WILLARD P. ADDEN, Sec'y,  
HAROLD F. PARKER,

Park Commission.

January, 1921.



## REPORT OF INSPECTOR OF ANIMALS

---

TO THE HONORABLE BOARD OF SELECTMEN:

I at this time wish to submit my report as Inspector of Animals for the year 1920.

Early in the year all places where neat cattle, sheep or swine were kept were visited and reported as found. Where improvements were thought advisable suggestions and recommendations were offered which in most cases were gratefully received and carried out. The cattle, etc., were examined and any which were unfit to supply food were destroyed and premises disinfected.

The hog industry this year was found to have greatly reduced, owing no doubt to the high price of food and reduction of products. Swine diseases must not be lost sight of, however, in this line, for great losses have been experienced by many who have tried to raise hogs this year (in fact, any year).

Hog Cholera and Swine Plague are the two most dreaded and prevalent troubles among hogs which, when once they have gained entrance into a herd, succeed in destroying from 70 to 100 per cent. These are diseases which can be greatly reduced and often prevented by vaccination, when pigs are small, which should be done. The best time is when about 40 to 50 pounds in weight, though any size can be done. Pigs at 40 to 50 pounds when treated are generally immune for life, though smaller ones have not been found satisfactory.

At present this work is only done through the Division in Animal Industry of the State but has proved of great service to the hog raisers of this state and the whole United States.

Yours very truly,

C. H. PLAYDON, M. D. V.

## REPORT OF INSPECTOR OF MILK

---

Reading, Mass., December 31, 1920.

TO THE BOARD OF HEALTH, TOWN OF READING:

GENTLEMEN:—I herewith present for your consideration, my report for the year 1920.

At the close of this year there were nine dealers and seventeen stores licensed to sell milk in the town. There were also thirteen stores licensed to sell oleo-margarine.

The inspection of the local milk supply has been conducted along lines similar to those followed in previous years. In other words the inspection has been conducted in a manner that would tend to produce as clean milk as possible under the existing conditions.

The sanitary conditions in the local dairies have shown a marked improvement in the last year or so, but there is still a chance for the betterment of the same in some of the dairies.

Seventy-eight samples of milk and twelve samples of cream were analyzed this year. Four samples of milk and one sample of cream were found to be below the required standard.

The total receipts for the year were \$19.50.

CARL M. SMITH,

Inspector of Milk, Town of Reading.

## REPORT OF THE TRUSTEES OF LAUREL HILL CEMETERY

---

TO THE HONORABLE BOARD OF SELECTMEN AND CITIZENS OF READING:

The Trustees of the Cemetery submit the following report:

Many things have transpired the past year in regard to the Cemetery; among which was the cutting down of another knoll, thus making many new and desirable lots most of which have been taken.

The sudden death of our caretaker, Mr. Jason Zwicker, which from the size of the funeral proved how highly he was esteemed, was a great loss.

Previous to this, I had told the Board I could not serve longer as Superintendent, as I could not possibly spare the time and attention its duties required. The situation required a man who could give his whole time to it.

A meeting of the Trustees was called, and it was voted unanimously to appoint and employ a man for the position. Mr. Alfred E. Goodwin was appointed, and seems to be the man needed, in fact, has proven himself so already.

I take the opportunity to thank the Selectmen, and also the citizens for the courtesy that has always been shown me during the past thirty or more years I have served them.

I desire again to tell every one owning a lot how necessary, both for themselves and the good of the Cemetery, to put their lots in perpetual care. Every one so doing assists in making our Cemetery more beautiful.

The Chairman of the Board, Mr. Galen A. Parker, presents to the Finance Committee the necessary budget for the coming year.

Very respectfully,

A. W. DANFORTH,

Supt. for the Trustees.

## REPORT OF OVERSEERS OF THE POOR

---

TO THE CITIZENS OF READING:

We submit herewith our report for the year ended Dec. 31, 1920.

On June 1st the town home was leased to the former superintendent, Mr. L. A. Deming.

An agreement was made whereby Mr. Deming would board all persons sent to him by this Board at ten dollars (\$10.00) per week.

All live stock has been disposed of. A new boiler has been installed at an expense of \$490.00 which was taken from the regular home appropriation.

Town Home Appropriation .....		\$4,000.00
May 31. Sale Cows, Cart, Milk and Bldg. ....	\$642.00	
Sept. 20. Sale horse .....	300.00	
Dec. 31. Bal. to 1920 Acct. ....	192.09	1,134.09
		<hr/>
		\$5,134.09
Expenses .....	\$4,414.33	
Balance to revenue .....	719.76	
		<hr/>
		\$5,134.09

Aid was rendered to the amount of \$4,215.29 exclusive of Mothers' Aid which was \$3,397.53 of which the Town's proportion was \$1,233.79.

Miss Helen A. Brown, who has made a study of social welfare work, was appointed Visitor on June 15th, and too much praise cannot be given Miss Brown for the able manner in which she has supervised and investigated all cases brought to our attention.

OTIS B. RUGGLES,  
CHAS. P. HOWARD,  
WM. S. KINSLEY,  
Overseers of the Poor.

## SUMMARY OF TOWN DEBT TRANSACTIONS DURING 1920

Total Debt. Jan. 1, 1920 .....		\$506,200.00
Increased by issue of Municipal Light Loans .....	\$20,000.00	
Sewer Connection Loans .....	5,000.00	
Sewer Construction Loans .....	65,000.00	90,000.00
		<hr/>
		\$596,200.00
Decreased by payments as follows:		
Municipal Light Loan .....	\$18,300.00	
Emergency Fuel Loan .....	6,500.00	
High School Building Loan .....	4,000.00	
Grouard Estate Loan .....	1,000.00	
Water Department Loans .....	14,000.00	
Richardson Estate Loan .....	500.00	
Sewer Construction Loan .....	1,000.00	
Cemetery & Library Bequest Loan .....	1,200.00	
Municipal Building Loan .....	2,000.00	
Public Library Loan .....	1,000.00	
School Extension Loan .....	1,000.00	
Hook & Ladder, and Comb. Truck Loan	1,500.00	
Brown Estate Loan .....	500.00	
Municipal Bldg. & Library Bldgs., Grounds and furnishing Loan .....	500.00	53,000.00
		<hr/>
Total Debt Dec. 31, 1920 .....		\$543,200.00



## SUMMARY OF NOTES AND BONDS OUTSTANDING DEC. 31, 1920, AND AMOUNTS DUE IN 1921

DEPT.	%	AMOUNT	DUE IN 1921	
Water	4	\$ 95,000.00	June 1.	\$13,000.00
"	4½	22,000.00	June 1.	1,000.00
Municipal				
Light	4½	13,000.00	Oct. 1.	1,000.00
"	4	8,000.00	Oct. 1.	2,000.00
"	4½	5,000.00	Sept. 15.	500.00
"	4	8,000.00	May 15.	500.00
"	4½	13,000.00	Oct. 15.	1,500.00
"	4½	46,000.00	Oct. 1.	3,000.00
"	4	2,000.00	July 15.	2,000.00
"	4½	11,000.00	Jan. 1.	1,000.00
"	4¾	19,000.00	Apr. 1.	1,000.00
"	5	20,000.00	May 1.	1,000.00
"	4	5,000.00	Mar. 27.	1,000.00
"	4½	3,000.00	Apr. 15.	1,500.00
"	4	1,500.00	July 15.	500.00
"	4	8,000.00	May 15.	800.00
"	5	5,000.00	Sept. 22.	500.00
"	5	1,500.00	Nov. 20.	1,500.00
Sewer	4	100,000.00		
"	5	60,000.00		
"	5	2,000.00	Dec. 17.	1,000.00
"	5	5,000.00	Jan. 23.	2,000.00
			Oct. 1.	2,000.00
"	5½	5,000.00		
School	3½	20,000.00	Nov. 1.	4,000.00
"	4	11,000.00	Nov. 15.	1,000.00
Current				
Expense	4	1,200.00	Apr. 15.	1,200.00
Brown Lot	4	6,000.00	May 1.	500.00

Town Bldg.	4½	34,000.00	Aug. 1.	2,000.00
Library				
& Town Bldg.	5	6,000.00	Apr. 1.	500.00
Library	4	1,000.00	Oct. 4.	1,000.00
Grouard Est.	4	1,000.00	July 21.	1,000.00
Richardson				
Lot	4	3,500.00	Nov. 1.	500.00
Hook and				
Ladder Truck	4	1,500.00	Nov. 1.	1,500.00
		<u>\$543,200.00</u>		<u>\$51,500.00</u>

## BORROWING CAPACITY 1921

(Based on Net Valuation of three preceeding years)

	Total Val.	Abatement	Net Val.
1918 .....	\$8,082,434.00	\$16,535.00	\$8,070,899.00
1919 .....	8,164,234.00	18,823.00	8,145,411.00
1920 .....	9,196,445.00	21,269.00	9,175,176.00

Average Net Val. for 3 years—\$8,463,828.00.

(Note) Indebtedness of towns limited to 3% of average net valuation of three preceeding years (Chap. 719, Acts 1913) less exempted loans.

Three per cent is .....	\$253,914.00
Total Debt .....	\$543,200.00

Exempted Loans:

Sewer Dept. ....	\$172,000.00		
Water Dept. ....	117,000.00		
Municipal Light Dept. ...	169,000.00	458,000.00	85,200.00
		<u>          </u>	<u>          </u>

Borrowing Capacity Jan. 1, 1921 .....	\$168,714.00
---------------------------------------	--------------

## REPORT OF ACCOUNTANT

---

February 11, 1921.

TO THE BOARD OF SELECTMEN:

Mr. Otis B. Ruggles, Chairman,  
Reading, Massachusetts.

GENTLEMEN:—I submit herewith a report of an audit of the accounts of the town of Reading, made in accordance with the provisions of Chapter 245 of the Acts of 1920. This report is in the form of a report to me by Mr. Edward H. Fenton, Chief Examiner of the Division, who was placed in charge of the work.

My attention was called to a transaction which was irregular and as Chapter 245 of the Acts of 1920 requires that an audit shall be made of the accounts of all cities and towns within three years, I advised the selectmen that an immediate audit should be made in order that the extent of the irregularities might be known at once.

The report of the audit discloses the methods employed, and while the amount involved is relatively small, I fail to find any justification or excuse for the condition revealed.

The general accounting system is such that the town had reason to believe that its funds were properly safeguarded, and it is unfortunate indeed that, even under these circumstances, funds of the town have been appropriated by a trusted official for his personal use. The law stipulates that a town accountant shall not receive or disburse money, and it might be claimed by some that had he refrained from accepting responsibility for the handling of funds, the findings would not be as they are. I cannot agree, however, that any one in particular is at fault except the one accepting the responsibility.

In making the audit it seemed necessary to bring the accounts up to date in order that the financial condition of the town could be shown.

For detailed statements relative to the several departments, I would refer you to the report enclosed.

Very truly yours,

THEODORE N. WADDELL,

Director of Accounts.

MR. THEODORE N. WADDELL,  
Director of Accounts,  
Department of Corporations and Taxation,  
State House, Boston.

SIR:—As directed by you, I have made an audit of the accounts of the town of Reading and submit the following report thereon:—

The financial transactions of the town as recorded on the books of the several departments were examined and checked in detail.

The books and accounts in the town accountant's office were examined. As the ledger accounts had not been balanced since August it was necessary to enter the transactions for September, October, November, and to December 10th, the date on which the town accountant was removed from office, before a correct statement of the condition of the town could be obtained.

I find, after checking in detail the accounts of the several departments receiving moneys for the town, that there is due the town from the former town accountant the sum of \$707.82. The items making up this amount are summarized in a table appended to this report. It appears that the shortage was caused in the following manner:

The amount shown in the appended table under treasury department represents two deposits which were entrusted to the accountant, one of \$199 and one of \$39. The treasurer's cash balance was supposed to be verified by the accountant, but it developed that the accountant changed the bank statements to cover the amounts withheld. Before the completion of the audit reimbursement was made to the extent of \$168.93.

The amount shown under the highway department represents amounts drawn on pay-rolls and put up in envelopes for payments, the sums, however, not being paid to the proper persons.

The shortage in the park department accounts is due to the withholding of the sum of \$46 left with the accountant to be paid over to the treasurer, and the padding of pay-rolls to the amount of \$50, the pay-rolls of September 17 and 24 containing the name of a person who did not work for the department after September 11. The name of this person was placed on the pay-roll by the accountant, but no voucher was found on file supporting the payment.

In the cemetery accounts, the shortage is represented by sums left with the accountant to be paid over to the treasurer. The differences were disclosed by checking the department books with the general accounts of the town.

The amounts shown as due on account of the Richardson Estate represent payments made by tenants for which receipts were given and signed by the accountant, the money not being paid over to the treasurer.

A check for \$60 was drawn in payment for auto services. The person to whom it was drawn owed the town \$50 for a license and was requested to endorse the check, which he did, thereby paying his license fee. The entire amount of the check was then appropriated by the accountant for his personal use.

The appropriation accounts in the accountant's office were checked with the town clerk's records of appropriations voted by the town, the recorded receipts were checked with the treasurer's books and with the several departments collecting moneys for the town, the disbursements were checked with the selectmen's authorizations of them and were found to agree with the exceptions noted.

The ledger was footed, a trial balance was taken off, and a balance sheet, showing the financial condition of the town as of December 31, 1920, was prepared and is appended to this report.

The treasurer's books and accounts were examined and checked, the recorded receipts were verified, the disbursements were checked with the accountant's books, and the cash book was footed. In addition, the cash on hand was verified by an actual count and the bank accounts were reconciled with the statements furnished by the several banks.

The cemetery trust funds in the custody of the town treasurer were checked and verified; the securities representing the investments of the funds were personally examined and the income was proved and found to be as called for by the books.

Tables showing a reconciliation of the treasurer's cash and a summary of the trust fund accounts are appended to this report.

The accounts of the tax collector were examined and checked in detail, the commitments were checked with the assessors' warrants, the collections were checked to the cash book and the payments to the treasurer compared with the treasurer's books, the abatements were checked with the records of abatements granted, and the outstanding accounts were listed and reconciled.

The outstanding accounts were further verified by mailing notices to practically every person whose name appeared on the books as owing money to the town, and as no replies were received claiming that payment had been made other than as appears on the books, I am satisfied that the accounts are correct.

Summary tables of the tax and assessment accounts are appended to this report.

The accounts of the water department were examined, the charges for services were verified, the collections and abatements were checked, the recorded payments to the treasurer were compared with the treasurer's books, and the outstanding accounts were listed and reconciled.



The electric light department has its accounts audited annually by an outside auditor; therefore it was not thought necessary to check these accounts other than to prove them to the treasurer's accounts.

In addition to those mentioned, the accounts of the selectmen, the sealer of weights and measures, the inspector of milk, the library, park, and cemetery departments were examined and checked with the accountant's and the treasurer's books.

While engaged in making the audit, I received the hearty co-operation of the several town officials, all books and papers requested being supplied for our use; and on behalf of my assistant and for myself, I wish to express to them, and especially to the members of the board of selectmen and the town treasurer who gave us much valuable assistance, my appreciation for the courtesies received.

Respectfully submitted,

EDW. H. FENTON, Chief Examiner.

---

SUMMARY OF ITEMS NOT ACCOUNTED FOR BY  
J. H. SHELDON

Treasury Department—Deposits

Cash for deposit not put in bank .....	\$ 238.00
---	-----------

Highway Department—Pay-rolls

January 16 .....	\$ 10.00	
January 23 .....	17.50	
January 30 .....	11.25	
March 26 .....	2.00	
	<hr/>	40.75

Park Department—Receipts withheld

Pasture .....	\$ 6.00	
Sale of grass .....	40.00	
	<hr/>	46.00

Park Department—Pay-rolls

September 17 .....	\$ 25.00	
September 24 .....	25.00	
	<hr/>	50.00

Cemetery Dept.—Receipts withheld

September 3, sale of lot 1001	\$125.00
October 15, sale of grave 144 ..	5.00
Oct. 29, sale of grave 177-178	30.00

Oct. 29, sale of graves 174, 175, 176 .....	45.00		
Oct. 31, sale of lot 839 .....	50.00		
Perpetual care for lot 664 ...	100.00		
		<hr/>	355.00
Richardson Estate—Rent			
July .....	\$ 15.00		
September .....	24.00		
October .....	24.00		
November .....	24.00		
		<hr/>	87.00
Bill for auto service, of which \$50 was to pay for license .....		60.00	
		<hr/>	\$ 876.75
Reimbursed by J. H. Sheldon ...	\$ 168.93		
Balance due .....	707.82		
		<hr/>	\$ 876.75

## RECONCILIATION OF TREASURER'S GENERAL CASH

Cash balance January 1, 1920 ..	\$ 4,811.28		
Receipts, 1920 .....	852,182.26		
		<hr/>	\$856,993.54
Payments, 1920 .....	\$830,034.57		
Cash balance .....	26,958.97		
		<hr/>	\$856,993.54

## FIRST NATIONAL BANK, READING

Balance December 31, 1920, per treasurer's books .....	\$ 16,980.55		
Outstanding checks, per list ....	4,968.12		
		<hr/>	\$ 21,948.67
Balance December 31, 1920, per bank statement .....	\$ 21,710.67		
Deposit January 10, 1921, to ad- just amount not deposited by J. H. Sheldon .....	238.00		
		<hr/>	\$ 21,948.67

## SECOND NATIONAL BANK, BOSTON

Balance December 31, 1920, per treasurer's books .....	\$ 8,178.42		
Outstanding checks, per list ....	2,365.07		
		<hr/>	\$ 10,543.49
Balance December 31, 1920, per bank statement .....	\$ 7,573.93		
Deposit as of December, credited by bank in January, 1921 ..	2,969.56		
		<hr/>	\$ 10,543.49

## CASH BALANCE DECEMBER 31, 1920

First National Bank, Reading ..	\$ 16,980.55	
Second National Bank, Boston ..	8,178.42	
Petty cash—verified .....	1,800.00	
	<hr/>	\$ 26,958.97

RECONCILLIATION OF ELECTRIC LIGHT  
DEPARTMENT CASH

Cash balance January 1, 1920 ..	\$ 2,217.12	
Receipts .....	187,768.57	
Advance by town .....	5,000.00	
	<hr/>	\$194,985.69
Payments .....	\$186,408.40	
Cash balance, December 31, 1920	8,577.29	\$194,985.69

## FIRST NATIONAL BANK, READING

Balance December 31, 1920, per treasurer's books .....	\$ 5,769.15	
Outstanding check .....	67.75	
	<hr/>	\$ 5,836.90
Balance December 31, 1920, per bank statement .....	\$ 5,609.27	
Deposit as of December, credited by bank in January, 1921 ...	77.63	
Check No. 6351, dated Jan. 1, 1920, paid by bank in Decem- ber .....	150.00	
	<hr/>	\$ 5,836.90

## SECOND NATIONAL BANK, BOSTON

Balance December 31, 1920, per treasurer's books .....	\$ 2,465.43	
Outstanding checks per list .....	3,051.61	
	<hr/>	\$ 5,517.04
Balance December 31, 1920, per bank statement .....		\$ 5,517.04

## MECHANICS SAVINGS BANK

## (Deposit Account)

Balance December 31, 1920, per treasurer's books .....	\$ 342.71
Balance December 31, 1920, per bank book .....	\$ 342.71

## RECONCILLIATION OF WATER DEPARTMENT CASH

Cash balance January 1, 1920 ..	\$ 6,621.88	
Receipts .....	33,695.99	
	<hr/>	\$ 40,317.87
Payments .....	\$ 38,101.80	
Cash balance December 31, 1920	2,216.07	
	<hr/>	\$ 40,317.87

## FIRST NATIONAL BANK, READING

Balance December 31, 1920, per treasurer's books .....	\$ 2,216.07	
Outstanding checks, per list .....	1,592.28	
	<hr/>	\$ 3,808.35
Balance December 31, 1920, per bank statement .....	\$ 3,562.37	
Deposit as of December, credited by bank in January, 1921 ..	245.98	
	<hr/>	\$ 3,808.35

## TAXES 1917

Outstanding January 1, 1920, per ledger .....	\$ 623.53	
Moth assessment, credited to tax- es in error, 1917 .....	1.75	
Moth assessments, credited to tax- es in error, 1918 .....	4.50	
	<hr/>	\$ 629.78
Taxes, credited in error to moth assessments, 1918 .....	\$ 4.50	
Paid treasurer .....	158.51	
Abated .....	256.77	
Outstanding December 31, 1920, per list .....	210.00	
	<hr/>	\$ 629.78

## MOTH ASSESSMENTS 1917

Outstanding January 1, 1920, per ledger .....		\$ 3.25
Paid treasurer .....	\$ 1.50	
Moth assessments, credited to tax- es in error, 1917 .....	1.75	
	<hr/>	\$ 3.25

## TAXES 1918

Outstanding January 1, 1920, per ledger .....		\$ 17,817.78
Paid treasurer .....	\$17,017.67	

Abated .....	423.10	
Taxes credited to moth assessments in error .....	2.00	
Outstanding December 31, 1920, per list .....	375.01	
	<hr/>	\$ 17,817.78

## MOTH ASSESSMENTS 1918

Outstanding January 1, 1920, per ledger .....	\$ 147.25	
Taxes credited to moth assessments in error .....	2.00	
	<hr/>	\$ 149.25
Paid treasurer .....		\$ 149.25

## EXCISE TAX 1918

Outstanding January 1, 1920, per ledger .....	\$ 325.05	
Outstanding December 31, 1920, per list .....	\$ 325.05	

## TAXES 1919

Outstanding January 1, 1920, per ledger .....		\$ 78,348.99
Paid treasurer .....	\$ 59,191.19	
Abated .....	414.67	
Taxes credited to moth assessments in error .....	16.87	
Outstanding December 31, 1920, per list .....	18,726.26	
	<hr/>	\$ 78,348.99

## MOTH ASSESSMENTS 1919

Outstanding January 1, 1920, per ledger .....	\$ 577.33	
Taxes credited to moth assessments in error .....	16.87	
	<hr/>	\$ 594.20
Paid treasurer .....	\$ 452.04	
Outstanding December 31, 1920, per list .....	142.16	
	<hr/>	\$ 594.20

## TAXES 1920

Commitment .....	\$292,755.97	
Additional commitment .....	620.58	
Abatements after payment .....	39.96	
	<hr/>	\$293,416.51



Paid treasurer .....	\$209,837.94	
Abated .....	695.05	
Taxes credited to moth assessments in error .....	1.70	
Outstanding December 31, 1920, per list .....	82,881.82	
	<hr/>	\$293,416.51

## MOTH ASSESSMENTS 1920

Commitment .....	\$ 1,282.24	
Taxes credited to moth assessments in error .....	1.70	
	<hr/>	\$ 1,283.94
Paid treasurer .....	\$ 869.14	
Outstanding December 31, 1920, per list .....	414.80	
	<hr/>	\$ 1,283.94

ELECTRIC LIGHT DEPARTMENT ACCOUNTS  
RECEIVABLE

Outstanding January 1, 1920 ...	\$ 23,334.43	
Charges, 1920 .....	126,068.87	
	<hr/>	\$149,403.30
Payments to treasurer .....	\$126,152.11	
Abatements .....	288.91	
Outstanding December 31, 1920 ..	22,962.28	
	<hr/>	\$149,403.30

## WATER DEPARTMENT ACCOUNTS RECEIVABLE

Outstanding January 1, 1920 ....	\$ 2,423.81	
Charges, 1920 .....	27,744.60	
Re-charged after abatement .....	1.02	
	<hr/>	\$ 30,169.43
Payments to treasurer .....	\$ 27,139.55	
Abatements .....	425.25	
Outstanding December 31, 1920 ..	2,604.63	
	<hr/>	\$ 30,169.43

# CEMETERY PERPETUAL CARE FUNDS

	Cash General Accounts	Securities	Savings Bank Deposits	Total
On hand at beginning of year .....				
On hand at end of year .....	\$ 100.00	\$20,200.00 \$24,300.00	\$2,564.74 \$ 217.44	\$22,764.74 \$24,617.44
Receipts				
Withdrawn from savings bank .....	\$2,347.30			
Securities sold .....	3,500.00	Purchase of securities .....		\$7,600.00
Discounts on securities purchased, 1919 .....	88.23	Excess over 5%, 1919 report .....		152.76
Discounts on securities purchased, 1920 .....	596.81	Accrued interest, 1919 report .....		247.80
Income received .....	1,023.22	Transferred to town for care of lots .....		1,045.00
Bequests .....	1,590.00	Cash—general account .....		100.00
Total .....	<u>\$9,145.56</u>	Total .....		<u>\$9,145.56</u>

# GEORGE F. BUCK CEMETERY FUND

	Savings Bank Deposit	Total
On hand at beginning of year .....	\$53.24	\$53.24
On hand at end of year .....	60.79	60.79
Receipts		
Income, 1918 .....	\$2.41	
Income, 1919 .....	2.50	
Income, 1920 .....	2.64	
Total .....	<u>\$7.55</u>	<u>\$7.55</u>
	Added to savings deposits	\$7.55

## Balance Sheet—December 31, 1920

Cash—In Banks and Office:

General .....	\$ 26,958.97
Electric Light .....	8,577.29
Water .....	2,216.07

Anticipation of Revenue  
Overlay reserved for Abatements:

\$ 37,752.33	Levy of 1917	.....	\$ 366.76
	Levy of 1918	.....	240.32
	Levy of 1919	.....	1,575.21
	Levy of 1920	.....	1,748.91

\$125,000.00

## Special Assessment Revenue:

Moth	.....	\$	556.96
------	-------	----	--------

Levy of 1917 .....	\$ 210.00
Levy of 1918 .....	700.06
Levy of 1919 .....	18,726.26
Levy of 1920 .....	82,881.82

556.96

Moth 1919	.....
Moth 1920	.....

\$ 142.16  
414.80

556.96

232.81

Hill Crest Road .....	1,067.80
Smith-Hughes Fund ...	198.26
Public Library Building	854.92
Fire Alarm Repairs ....	34.45
	<hr/>
	7,963.29

# Departmental:

## Due from State—

Moth account .....	\$ 2,093.61
Mothers' Aid .....	3,769.66
Temporary Aid .....	2,340.23
State Aid .....	1,054.20
Soldiers' Burial .....	202.00
	<hr/>

## Sundry Accounts—Forward to 1921:

Premium on Sewer bonds	\$ 3,418.34
Sewer Investment .....	475.30
Cemetery Perpetual Care	100.00
J. Lovell .....	10.00
O. B. Ruggles et al. ....	69.07
	<hr/>
9,459.70 Electric Light Department ..	\$ 31,539.57
Less advance by town ...	5,000.00
	<hr/>

4,072.71

26,539.57  
4,820.70

Water Department .....	
Sale Cemetery Lots and	
Graves Reserve .....	2,219.89
Reserve Fund .....	694.09
Excess and Deficiency .....	1,025.74
	<hr/>

Electric Light .....	22,962.28
Water .....	2,604.63
J. H. Sheldon .....	707.82
Appropriation Overdrawn:	
Sewer Connections .....	262.29
	<hr/>

\$176,824.15

\$176,824.15

# DEBT ACCOUNTS

Net Funded or Fixed Debt ..

\$543,200.00	Hook and Ladder Loan .....	\$ 1,500.00
	Town Office Building Loan ..	34,000.00
	Library and Office Building Loan .....	6,000.00
	Library Loan .....	1,000.00
	High School Loan .....	20,000.00
	School Extension Loan .....	11,000.00
	Guard Estate Loan .....	1,000.00
	Richardson Estate Loan ....	3,500.00
	Brown Estate Loan .....	6,000.00
	Sewer Loans .....	172,000.00
	Municipal Light Loan .....	149,000.00
	Municipal Light Loan 1920 ..	20,000.00
	Water Loan .....	117,000.00
	Restoring Trust Funds Loan ..	1,200.00
<hr/>		<hr/>
\$543,200.00		\$543,200.00

# TRUST FUNDS

Trust Funds:  
Cash and Securities ....

\$ 24,678.23	Cemetery Perpetual Care Funds .....	\$ 24,617.44
	George F. Buck Fund .....	60.79
<hr/>		<hr/>
\$ 24,678.23		\$ 24,678.23
		<hr/>
		\$ 24,678.23



## INDEX

---

Accountant .....	202
Board of Assessors .....	86
Board of Health .....	105
Borrowing Capacity 1921 .....	201
Chief of Fire Department .....	82
Chief of Police .....	62
Collector of Taxes .....	59
Electric Light Commissioners .....	111
Forest Warden .....	85
Inspector of Animals .....	195
Inspector of Milk .....	196
Inspector of Plumbing .....	106
Inspector of Wires .....	65
List of Jurors .....	56
Overseers of the Poor .....	198
Park Commission .....	191
Planning Board .....	58
Public Library .....	183
School Committee .....	143
Sealer of Weights and Measures .....	67
Selectmen .....	50
Sewer Commissioners .....	76
Summary of Notes and Bonds Outstanding Dec. 31, 1920, and Amounts Due in 1921 .....	200
Summary of Town Debt Transactions During 1920 .....	199
Superintendent of Streets .....	70
Town Clerk, Town Meetings .....	7
Town Clerk, Births Registered .....	36
Town Clerk, Marriages Registered .....	40
Town Clerk, Deaths Registered .....	46
Town Clerk, Dogs Licensed .....	35
Town Counsel .....	74
Town Officers .....	3
Treasurer .....	107
Trustees Laurel Hill Cemetery .....	197
Visitor .....	69
Water Commissioners .....	89





